

**CITY OF HOLLYWOOD
INTEROFFICE MEMORANDUM**

TO: Mayor and Commissioners
FROM: Douglas R. Gonzales, City Attorney
SUBJECT: Proposed Agreement with CBRE, Inc.

DATE: April 17, 2019

I have reviewed the above referenced Agreement with the participating Department/Office(s), and the proposed general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Communications, Marketing and Economic Development
 - 2) Type of Agreement – Contract
 - 3) Method of Procurement (RFP, bid, etc.) – Section 38.40 (C)(5) of the Purchasing Ordinance allows the Director to procure, without following formal procedures, all goods and services which are subject of contracts with the state, its political subdivisions, the United States government, other governmental entities, or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, provided however, the goods and services are: (i) the subject of a price schedule negotiated by the state or the United States government, or (ii) the subject of a contract with another governmental entity or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, which contract is based strictly on competitive bids or competitive proposals and not on any preference.
 - 4) Term of Contract:
 - a) initial – Five years
 - b) renewals (if any) – Total period not to exceed five years
 - c) who exercises option to renew – Mutual agreement of the Parties
 - 5) Contract Amount – To be determined/based on a percentage commission.
 - 6) Termination Rights – Either party may terminate for cause. The Department may terminate for convenience.
 - 7) Indemnity/Insurance Requirements – Contractor shall comply with applicable State of Florida Contract requirements.
 - 8) Scope of Services – Contractor shall provide professional real estate brokerage and consulting services for the acquisition and disposition of real property assets, including real estate portfolio planning and management, asset valuations and RFP distribution and analysis.
 - 9) Other Significant Provisions: Competitively bid by the State of Florida Department of Management Services
- cc: Dr. Wazir Ishmael, City Manager