

**CITY OF HOLLYWOOD  
INTEROFFICE MEMORANDUM**

**TO:** Mayor and Commissioners **DATE:** September 3, 2020

**FROM:** Douglas R. Gonzales, City Attorney

**SUBJECT:** Proposed Agreement with Housing Trust Group, LLC to Commence Activities related to Development of University Station

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I have reviewed the above captioned agreement for form and legality. The general business terms and other significant provisions are as follows:

- 1) Department/Division involved – Communications, Marketing and Economic Development
- 2) Type of Agreement – Interim Agreement
- 3) Method of Procurement (RFP, bid, etc.) – Unsolicited proposal from Developer pursuant to Florida Statute that regulates public-private partnerships.
- 4) Term of Contract
  - a) initial – If a comprehensive agreement is not entered into by June 30, 2020, the parties will terminate the interim agreement within 30 days.
  - b) renewals (if any) -
  - c) who exercises option to renew -
- 5) Contract Amount – \$0.00.
- 6) Termination rights – For cause only.
- 7) Indemnity/Insurance Requirements – Developer will indemnify City and provide insurance.
- 8) Scope of Services – Developer will be allowed to commence activities related to the proposed project, including planning and development and entering the property for inspecting, testing and surveying.
- 9) City's prior experience with Vendor (if any) – Yes
- 10) Other significant provisions – This agreement does not obligate City to enter into a comprehensive agreement with Developer for the proposed project.

cc: Wazir A. Ishmael, Ph.D., City Manager

