



HALLANDALE BEACH COMMUNITY REDEVELOPMENT AGENCY

MEMORANDUM

DATE: August 10, 2017
TO: Honorable Chair and Board of Directors
FROM: Roger M. Carlton, Executive Director 
SUBJECT: August 14 HBCRA Board of Directors Meeting – Agenda Item 10.B – Legal Services

This serves as an update on the subject agenda item to be considered during the August 14 Hallandale Beach Community Redevelopment Agency (HBCRA) Board of Directors Meeting.

On August 7, 2017, when the HBCRA agenda was first prepared, the recommendation was to authorize the Executive Director to prepare a Request for Proposals (RFP) for procurement of legal services for the Agency. While there has been some misunderstanding about this recommendation, the bottom line is that my motivation was to determine if the marketplace would provide quality work at a savings. This is a common practice and, in fact, this agenda includes the demonstrated savings that will occur from an RFP for the HBCRA audit services.

As a result of the recommendation, the HBCRA law firm, Gray Robinson, has provided a new fee proposal at reduced costs to the Agency. Therefore, my recommendation is that the Board authorize the Director and one of your members to negotiate a new Letter of Engagement which will be brought back for Board approval in September.

I wish to thank Mr. Zelkowitz for his gracious offer and look forward to working with him and the firm with a new Engagement Letter governing the relationship, including cost savings