



# City of Eustis

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TO: EUSTIS CITY COMMISSION

FROM: TOM CARRINO, CITY MANAGER

DATE: AUGUST 1, 2024

RE: Resolution Number 24-68: Amendment to the City of Eustis/UCF Partnership Agreement

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**Introduction:**

The University of Central Florida Contracts Officer reached out to Staff to ask if the City would amend the “effective” and “end” dates of our existing Eustis/UCFRF Business Incubator Partnership Agreement to reflect the actual date work began, and the date UCF’s services are due to conclude, three years hence. This change will provide for a full 36 months of program and client services.

UCF experienced a delay in initiating its client services due to the longer than anticipated amount of time it took to hire a site manager.

**Impact:**

The effect of approving this amendment means that the City will receive three full years (36 months) of UCF services, from June 1, 2023 to July 31, 2026, as opposed to 32 months based on later than anticipated start to the existing agreement.

**Staff Recommendation:**

Approve Resolution 24-68 authorizing the City Manager to execute an amendment to The City of Eustis/UCFRF Partnership Agreement.

**Prepared by:**

Al Latimer, Economic Development Director