



Town of Lake Park Town Commission

Agenda Request Form

Meeting Date: December 17, 2025

Originating Department: Community Redevelopment Agency (CRA)

Agenda Title: Resolution 98-12-25 Work Order - Professional Real Estate Brokerage Services (800 Park Avenue) - Cushman & Wakefield

Approved by Town Manager: _____ **Date:** _____

Agenda Category (i.e., Consent, New Business, etc.): _____

Cost of Item: Per Agreement **Funding Source:** 110-552-520-34000

Account Number: _____ **Finance Signature:** _____

Advertised:

Date: _____ **Newspaper:** _____

Attachments: Resolution, Work order, Pricing, Proposal, Master Agreement

Please initial one:

_____ Yes I have notified everyone

AJ _____ Not applicable in this case

Summary Explanation/Background:

On March 6, 2025, the Town and the Lake Park CRA issued a Request for Qualifications (RFQ) for Professional Real Estate Brokerage Services (RFQ #110-2025). The intent of this RFQ was to select a brokerage firm (or multiple firms) to assist both the Town and the CRA with the sale, lease and/or purchase of properties on an as needed basis.

On July 16, 2025, the Lake Park CRA Board approved a master agreement with Cushman & Wakefield US, Inc's and accepted pricing and terms presented in the RFQ. The Agreement provided for a three (3) year term with two (2), one-year extensions and required the issuance of a Work Order to complete specific task(s) as assigned by the CRA.

The CRA Board has approved the possible disposition of 800 Park Avenue and it is being requested that the CRA Board utilize Cushman & Wakefield to provide real estate brokerage services as it relates to the marketing, disposition and developing a potential real estate agreement on behalf of the Lake Park CRA

If approved, the proposed Work Order with Cushman & Wakefield will be in accordance with the previously approved terms, conditions, and pricing therein. The Town will not expend more than the amount within the approved budget, as it may be adopted/amended each year for these goods and services over the term of this contract..

The proposed Agreement was prepared by the CRA Administrator and reviewed by the proposed brokerage firm, the Finance Director and the Town's Attorney.

Recommended Motion:

I move to approve Resolution 98-12-25 and authorize a Work Order with Cushman & Wakefield to provide professional real estate brokerage services for the possible sale of the 800 Park Avenue property; and authorize the Lake Park CRA Chair to execute the proposed Work Order.