

CITY MANAGER APPROVAL TO PROCEED ON PROFESSIONAL SERVICES CONTRACTS

(NOTE: THIS FORM MUST BE SUBMITTED AND PROJECT APPROVED BEFORE CONTACTING CONSULTANTS)

NAME OF PROJECT/STUDY: Dave Merritt Personal Services Contract for Hospitality Development Services

TYPE OF CONTRACT:

- ☐ Professional Services*
- ☒ Personal Services
- ☐ Other Consultant

ESTIMATED COST \$300,000.00SOURCE OF FUNDS: Capital Lending Reserve Fund (402690-61405)

BRIEF EXPLANATION/DESCRIPTION OF PROJECT:

Dave Merritt will conduct due diligence and development services for the proposed hotel and conference center to be developed on the EpicCentral Park site. And while Dave Merritt will lead the process, the City of Grand Prairie will retain control over all major decisions. Dave Merritt will offer hospitality related expertise such as assisting with commissioning a marketing study, providing feedback and direction regarding project layout/design/programming, selecting and negotiating with the hotel management company, advising and/or providing direction regarding certain retail users that enhance the hospitality experience, overseeing and directing the financial modeling of the hotel portion of the project and assisting the City on the selection of the designer and contractor.

Over the course of the project, Dave Merritt will be the main resource for all hospitality matters in supporting the City during the master planning process and ensuring the most desirable integration of the various uses within EpicCentral Park.

DO YOU INTEND TO PREPARE:

n/a Request for Qualifications.**n/a Request for Proposals (Required if not a professional service and more than \$50,000).**

***If neither of the above is answered yes, attach an explanation as to why requests for qualifications and/or proposals are not sought. If either is answered yes, attach a list of consultants you propose to contact.*

SUBMITTED BY: Marty WiedeDATE: 5/29/2018APPROVED: [Signature]DATE: 5/29/18

CITY MANAGER/DEPUTY CM

**(Professional Services only includes engineer, architect, certified public accountant, land surveying, physician, medicine, optometrist, surgeon, surveyor, lawyer, insurance broker or consultant, construction manager, financial advisors, artist, teachers, appraisers, landscape architectural and geoscientific.*