



Cover Memorandum/Staff Report

File #: 18-0583 CRA

Agenda Date: 5/26/2020

Item #: 8B.

TO: CRA Board of Commissioners
FROM: Tara Toto, Redevelopment Manager
THROUGH: Renée A. Jadusingh, Esq., CRA Executive Director
DATE: May 26, 2020

FIRST AMENDMENT TO THE CONSULTING WORK ASSIGNMENT WITH SONG & ASSOCIATES, INC.

Recommended Action:

Approve the First Amendment to the Consulting Work Assignment with Song & Associates, Inc. for 95 SW 5th Avenue, Delray Beach, FL 33444.

Background:

The subject property located at 95 SW 5th Avenue, Delray Beach, FL 33444, consists of a vacant parcel, with the exception of an existing paver parking lot with seven (7) parking spaces, including one (1) ADA accessible space. In order to meet the much needed demand for affordable rental office space, and to encourage economic development and activate Historic 5th Avenue per The Focus on 5th Initiatives, the Delray Beach CRA Board entered into a Consulting Work Assignment with Song & Associates, Inc. for \$58,820.00 to provide schematic design, design development, construction documents, bidding/negotiation assistance and construction administration for a two (2) story 3,000SF commercial Building on November 13, 2018 ("Project").

At the January 28, 2020 CRA Board Workshop, Song & Associates, Inc. presented the Project to the CRA Board for an update on the project design status. This included the proposed colored elevations, site plan, and floor plan showing the ground and second floors with dimensions. The CRA Board was advised moving the project any further would require the consultant to submit for Site Plan Approval through the Development Services Department (Technical Advisory Committee (TAC)) and Site Plan Review and Appearance Board (SPRAB) approval. The CRA Board discussed the design and agreed to proceed with the project and have the consultant submit to the City for review.

Since that time, the Project was submitted to the City for TAC review on March 9, 2020. The City has completed their review and provided comments for the consultant to address. In addition, as a requirement for Site Plan Approval, CRA staff presented the project to the Downtown Development Authority (DDA) Board on May 11, 2020, at which time they approved the project.

The project is moving quickly through the Site Plan Approval process. Once TAC deems the Project technically compliant, the project will go to SPRAB for approval.

The original Work Assignment was for conceptual/schematic design development. The Project has evolved from the original scope, increasing in size to 9,981SF, of which a portion extends over the existing paver parking area. Additional consulting services and design documents are necessary to meet the City's Land Development Regulations, required for Site Plan Approval and to meet the Florida Building Code. Consequently, an Amendment to the original Consulting Work Assignment is necessary to allow the consultant to finalize the design and move forward with the project through to completion of construction.

CRA Staff recommends approval of the attached First Amendment to the Consulting Work Assignment with Song & Associates, Inc. in an amount not to exceed \$157,474.00 for the additional architectural and engineering design services.

Attachment(s): Exhibit A - Consulting Work Assignment; Exhibit B - First Amendment to Consulting Work Assignment; Exhibit C - Song & Associates, Inc. Proposal for Additional Services

CRA Attorney Review:

The CRA General Council reviewed the First Amendment to the Consulting Work Assignment to form and determined it to be accepted.

Cost Overview:

Original Work Assignment	\$58,820.00
**CRA Paid	\$31,251.00

First Amendment	\$157,474.00
**CRA Paid/Applied Credit	\$31,251.00
Remaining Balance	\$126,223.00

** CRA has been invoiced and paid Song & Associates \$31,251.00 towards the original Work Assignment. Song & Associates has applied this as a credit towards the First Amendment to the Consulting Work Assignment.

Funding Source/Financial Impact:

Funding is available in the amount of \$1,545,412.00 - GL#6216