



Cover Memorandum/Staff Report

File #: 26-0132 CRA

Agenda Date: 8/27/2026

Item #: 7H.

TO: CRA Board of Commissioners
FROM: Ivan J. Cabrera, Redevelopment Manager
THROUGH: Renée A. Jadusingh, Executive Director
DATE: August 27, 2026

APPROVAL OF A WORK ASSIGNMENT FOR ARCHITECTURAL SERVICES WITH CPZ ARCHITECTS, INC. FOR CONSTRUCTION DOCUMENTS FOR THE INTERIOR BUILDOUT OF THE CRA-OWNED COMMERCIAL BUILDING AT 95 SW 5TH AVENUE IN AN AMOUNT NOT TO EXCEED \$86,270.

Recommended Action:

Approve the Work Assignment for Architectural Services between the Delray Beach Community Redevelopment Agency and CPZ Architects, Inc., for construction documents for the interior buildout of the CRA-owned commercial building located at 95 SW 5th Avenue, in an amount not to exceed \$86,270, and authorize the CRA Board Chair to execute any and all related documents for said purpose in a form that is acceptable to CRA Legal Counsel.

Background:

The Delray Beach Community Redevelopment Agency (CRA) is in the final step to close out the construction of a new commercial building located on the corner of Historic SW 5th Avenue and SW 1st Street at 95 SW 5th Avenue (Property) within the Southwest Neighborhood of The Set (CRA Sub- Area #8). The Property is a two-story commercial building with three (3) suites: one (1) on the ground floor (approximately 1,075SF) and two (2) on the second floor (approximately 1,228SF and 2,504SF); the Property is zoned CBD - Central Business District and has a future land use designation of Commercial Core. and

Through the provision of affordable commercial space, the CRA aims to find a tenant(s) who will provide affordable and attainable medical, healthcare, and/or pharmacy services in order to revitalize and encourage economic growth, and increase residential access to affordable and attainable medical, healthcare, and/or pharmacy services. Furthermore, the Set Transformation Plan includes redevelopment strategies that call for a health and wellness center serving neighborhoods north and south of West Atlantic Avenue. The CRA, through this Property and its future tenants, aims to help bridge the gap that is currently experienced by residents within The Set in terms of accessing affordable and attainable medical, healthcare, and/or pharmacy services.

At this time, the next phase for the Property is completing the construction documents for the interior buildout of the Property which includes the following scope:

- Preparation of permit ready construction documents for tenant ready suites, including flooring and finishes such as electrical outlets, light fixtures within a certain range of options, insulation, drywalls, paint of the interior walls, AC vents.
- Meetings with prospective tenant(s) to finalize scope of work which may include mechanical, electrical and plumbing requirements.
- Meetings with CRA and City Staff.

- Support throughout the City's administrative review and approval process.

CRA Staff reached out to multiple architects in the CRA's professional continuing consulting services pool to provide proposals to assist with the interior buildout of the Property and the development of the necessary construction documents, along with providing continued assistance through permitting, bidding, and construction administration through project closeout.

After reviewing the proposals, CPZ Architects, Inc. (CPZ), was selected based on the comprehensive scope of services provided and its ability to meet the CRA's scope of work requirements.

The scope of services includes providing the architectural services necessary to complete the following:

- Conceptual Layout
- Schematic Designs
- Permit-ready construction documents for all three (3) suites with participation from the prospective tenant(s)
- Meetings with prospective tenant(s), CRA Staff, and City Staff

The full scope of services, which will include assistance with permitting, bidding, and construction administration through project closeout, for the Work Assignment is attached as Exhibit C.

At this time, CRA Staff is seeking approval of the Work Assignment for Architectural Services between the Delray Beach Community Redevelopment Agency and CPZ Architects, Inc., for construction documents for the interior buildout of the CRA-owned commercial building located at 95 SW 5th Avenue, in an amount not to exceed \$86,270, and authorize the CRA Board Chair to execute any and all related documents for said purpose in a form that is acceptable to CRA Legal Counsel.

Attachment(s): Exhibit A - Location Map; Exhibit B - Continuing Consulting Services Agreement with CPZ Architects, Inc.; Exhibit C - CPZ Architects Proposal; Exhibit D - Work Assignment - CPZ Architects - 95 SW 5th Avenue Interior Improvements

CRA Attorney Review:

The CRA Legal Counsel has prepared and reviewed the Work Assignment for legal sufficiency and form and determined it to be acceptable.

Funding Source/Financial Impact:

Funding has been allocated from GL#6208d.

Overall need within the Community Redevelopment Area from Delray Beach CRA

Redevelopment Plan:

Removal of Slum And Blight
Land Use

Economic Development

Affordable Housing
Downtown Housing
Infrastructure
Recreation and Cultural Facilities