

**WORK ASSIGNMENT
BETWEEN

THE DELRAY BEACH
COMMUNITY REDEVELOPMENT AGENCY

AND

AGTLAND P.A.**

This Work Assignment is entered into this ____ day of _____, **2025**, by and between the **DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY**, hereinafter referred to as "CRA" and **AGTLAND, P.A.**, hereinafter referred to as "ARCHITECT".

WITNESSETH:

WHEREAS, the CRA and the ARCHITECT previously entered into an Agreement for Professional Contracting Services dated May 30, 2024, the "Original Agreement"; and

WHEREAS, the CRA and the ARCHITECT are authorized to enter into Work Assignments in order to provide for additional services to be provided by the ARCHITECT for the CRA, pursuant to the Original Agreement; and

WHEREAS, the CRA and the ARCHITECT desire to enter into this Work Assignment in order to provide for the ARCHITECT to provide additional services pursuant to the Original Agreement in order to provide landscape architectural services, as more particularly described in Exhibit "A," which is attached hereto and incorporated herein by reference.

NOW, THEREFORE, in consideration of the mutual covenants and promises herein contained, the CRA and the ARCHITECT agree as follows:

1. The "WHEREAS" clauses recited above are hereby incorporated herein by reference.

2. The CRA authorizes the ARCHITECT to perform additional services as provided in Exhibit "A" to this Work Assignment for the following:

LANDSCAPE ARCHITECTURAL SERVICES 135 NW 5th Avenue.

3. The Scope of Services for the Project, as provided in the Original Agreement, is hereby amended in order to authorize the ARCHITECT to provide the Scope of Services as described in Exhibit "A" to this Work Assignment, which is attached hereto and incorporated herein by reference.

4. The Budget for the Project as stated in the Original Agreement is hereby amended to reflect the additional fees to be paid by the CRA to the ARCHITECT not to exceed the total amount of **Four Thousand and 00/100 Dollars (\$4,000.00)**, as indicated in Exhibit "A", to this Work Assignment, which is attached hereto and incorporated herein by reference.

5. The Completion Date for the Project as stated in the Original Agreement is hereby amended to provide for the ARCHITECT to complete the Scope of Services described in Exhibit "A" to this Work Assignment, which is attached hereto and incorporated herein by reference, no later than One Hundred Eighty (180) calendar days after the CRA executes a written notice-to-proceed or delivery of a property survey, whichever comes last, with additional extensions subject to written approval by the CRA Executive Director after the CRA executes this Work Assignment.

6. This Work Assignment is approved contingent upon the CRA's acceptance of and satisfaction with the completion of the services rendered in the previous phase or as encompassed in the Original Agreement, as may have been amended by any prior Work Assignments entered into between the CRA and the ARCHITECT. If the CRA, in its sole discretion, is unsatisfied with the services provided in the previous phase, or prior Work Assignment, the CRA may terminate the Original Agreement without incurring any further liability.

7. The ARCHITECT may not commence work on any Work Assignment, including this Work Assignment, approved by the CRA, without a further notice to proceed issued in writing by the CRA Executive Director, or his authorized representative.

8. The Original Agreement, as may have been modified by prior Work Assignments, and except as modified herein, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Work Assignment as of the day and year indicated above.

(This Space is Intentionally Blank Signature Page to Follow)

**DELRAY BEACH COMMUNITY
REDEVELOPMENT AGENCY**

By: _____
Angela D. Burns, Chair

ATTEST:

Renée A. Jadusingh, Esq.,
CRA Executive Director

APPROVED TO FORM:

CRA Legal Advisor

ARCHITECT:

AGTLAND P.A.

By: _____
Print Name:
Title:

ATTEST:

Print Name:
Title:

Secretary (CORPORATE SEAL)

STATE OF FLORIDA)
)ss:
COUNTY OF PALM BEACH)

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State aforesaid and in the County aforesaid to take acknowledgments, personally appeared _____ as _____ of _____ named in the foregoing agreement and that he/she acknowledged executing the same in the presence of two subscribing witnesses freely and voluntarily under authority duly vested in him/her by said _____ and that the Corporate seal affixed thereto is the true corporate seal of said Corporation.

Witness my hand and official seal in the County and State last aforesaid this _____ day of _____, 2025.

Notary Public – State of Florida

EXHIBIT “A”

LANDSCAPE ARCHITECTURAL SERVICES 135 NW 5th Avenue.

I. PROJECT DESCRIPTION

The CRA is requesting landscape architectural services for the property located at 135 NW 5th Avenue. Services will cover the landscape beautification plans for the entire site.

II. SCOPE OF SERVICES

The Architect will provide the following landscape architectural assistance to the CRA.

1. Site inventory and Analysis to locate the existing trees and vegetation. Develop a schematic landscape plan incorporating CRA goals and City landscape requirements. Plans will illustrate the layout and arrangement of the plant material. The tree disposition plan will be addressed showing trees to remain. The planting palette will be developed using a majority of native species keeping views into site open and inviting.
2. Architect will review the Design Development plans with the CRA and respond to all comments.
3. Final Tree Disposition Plan indicating trees to remain in place and trees to be removed or relocated. An existing tree chart, notes and specifications will be provided as well as mitigation requirements addressed.
4. Final Landscape Planting Plan indicating size, location, quantity, and species of plant materials to be used as well as landscape details and specifications. Any necessary landscape plan calculations will be provided. Architect will provide an itemized scope of work and cost estimate.
5. Client Meetings. Architect will review the construction documents with the CRA. ARCHITECT will respond to all client and County comments.
6. Work will include time after permit submission such as permitting assistance with landscape contractors, consultation, meetings, bid review, plant selection review, and shop drawing review during the construction phase and inspections and inspection reports

III. TIME OF PERFORMANCE

The completion dates for the work will be as follows: six months (or less) from written notice-to-proceed or delivery of recent property survey, whichever comes last.

IV. COMPENSATION

Our proposed fee for the work noted herein will be hourly not to exceed the total amount of **Four Thousand and 00/100 Dollars (\$4,000.00)**.

AGTLAND, P.A. Proposal is included within Exhibit A for reference.



PROPOSAL FOR LANDSCAPE ARCHITECTURAL SERVICES

ATTENTION:

Christine Tibbs, Assistant Director
Delray Beach Community Redevelopment Agency
20 N Swinton Avenue, Delray Beach FL 33444
561-276-8640

DATE:

September 2, 2025

Email: tibbsc@mydelraybeach.com

I. PROJECT DESCRIPTION

- 1.1 We are pleased to submit this proposal for landscape architectural services for the property located at 135 NW 5th Avenue, Delray Beach, FL. Our services cover the landscape beautification plans for the entire site.
- 1.2 There are no other consultants working on the project.

II. SCOPE OF SERVICES

Part I: Design Development

The services to be provided by the Landscape Architect will include:

1. Site inventory and Analysis to locate the existing trees and vegetation. We will develop a schematic landscape plan incorporating the client's goals and City landscape requirements. These plans will illustrate the layout and arrangement of the plant material for the front of the property. The tree disposition plan will be addressed showing trees to remain. The planting palette will be developed using a majority of native species keeping views into site open and inviting.
2. We will review the Design Development plans with the CRA and respond to all comments.

Part II: Construction Documents

Based on Design Development Approval, the Landscape Architect will proceed with the services as follows.

1. Final Tree Disposition Plan indicating trees to remain in place and trees to be removed or relocated. An existing tree chart, notes and specifications will be provided as well as mitigation requirements addressed.



2. Final Landscape Planting Plan indicating size, location, quantity, and species of plant materials to be used as well as landscape details and specifications. Any necessary landscape plan calculations will be provided. We will provide an itemized scope of work and cost estimate.
3. Client Meetings. We will review the construction documents with the client. AGTLAND P.A. will respond to all client and County comments.

Part III: Permitting

The plans will address all city code requirements and will be suitable for permit submission to the City of Delray Beach. AGTLAND P.A. will respond to all comments from the client and the City.

Part IV: Bidding Assistance and Construction Services

This phase of work will include time after permit submission such as permitting assistance with landscape contractors, consultation, meetings, bid review, plant selection review, and shop drawing review during the construction phase and inspections and inspection reports.

Part V: Additional Services

Plans for areas not defined in preliminary drawings, irrigation, arborist report, grading, structural and electrical engineering, work made necessary by the default of others, landscape lighting, revisions to previous approved plans will be considered additional services and will be authorized by the Client and be billed at the hourly rates below.

Principal Landscape Architect	\$225.00 per hour
Associate Landscape Architect	\$150.00 per hour
Staff Landscape Architect	\$95.00 per hour
Administration	\$70.00 per hour

III. BUDGET

PROFESSIONAL FEES: The Client shall pay the consultant for professional services \$4,000.00 based on the following hourly rates. All invoicing will be monthly and due within thirty (30) days. Drawings will not be released on past due accounts.

Part I: Design Development	\$1,500.00
Part II: Construction Documents	\$1,500.00
Part III: Permitting	\$500.00
Part IV: Bidding Assistance and Construction Services	\$500.00

IV. COMPLETION DATE

Part I: Design Development	1 weeks
Part II: Construction Documents	1 weeks
Part III: Permitting	administrative review depending on City (2-4 weeks)
Part IV: Bidding Assistance and Construction Services	2-4 weeks
Approximate Total	4 weeks

REIMBURSABLE EXPENSES

Color Copies 24" x 36"	\$6.00 each
Blank and White Copies 24" x 36"	\$1.50 each

CLIENT RESPONSIBILITIES

The Client would be expected to provide full information on site restrictions, pertinent engineering and a boundary and tree survey in AutoCAD format, program requirements, and to render appropriate decisions to guarantee satisfactory completion of required services.

ABANDONMENT OF PROJECT

If the Client finds it necessary to abandon this project at any state of progress, it is agreed that AGTLAND P.A. will be compensated for work completed, based on a percentage of completion of services and on reimbursable expenses.

Sincerely,



Carol B. Perez, ASLA

APPROVED _____ DATE _____
(AUTHORIZED SIGNATURE)