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Renée A. Jadusingh, Esq., FRA-RA
Executive Director Delray Beach CRA
20 North Swinton Ave.
Delray Beach, FL 33444

jadusinghr@mydelraybeach.com

Re: Delray Beach Arts Warehouse – Re-Roof/Repairs and Floor Repairs
Project No: 240702

Dear Renée.

Below please find our proposal for services regarding the CRA owned Delray Beach Arts Warehouse located at 313 NE 3rd St., Delray Beach, FL. 33483.

I. PROJECT DESCRIPTION

- 1.1 The Delray Beach Community Redevelopment Agency (CRA) owns a 2-story building that is used for art gallery and artist studios. The CRA had a structural assessment report to review the structural cracking in the first and second floors. That report was produced by Acord Engineering, dated January 17, 2023.
- 1.2 If required, additional professional may be required as the project progresses, and they will be identified as the need arises.

II. SCOPE OF SERVICES

- 2.1 Review of existing structural assessment report and field observation review of existing conditions. Review of existing drawings and other reports available. Recommend any additional testing (if required).
- 2.2 Provide summary report based on findings from the assessment phase for the structure and roofing systems.
- 2.3 Prepare or repair drawings and specifications for structural and roofing systems.
- 2.4 Assist in bidding and permitting of project, such as response to questions and issue addendum's, pre-bid meeting with potential bidders, review bids and provide tabulation, respond to any permitting questions and provide revised drawings.
- 2.5 Provide construction administration services related to RFI's, shop drawing review, certification of pay applications, change order review and bi-weekly site visit meetings. Also included is a kick-off meeting with the General Contractor and City, bi-weekly meetings and project closeout punch list. Estimated 7 months of construction for sixteen (16) meetings

Architecture, Planning, Interiors, Sustainable Design

III DELIVERABLES

3.1 Deliverables as requested:

- Assessment report for roof and structural
- Construction documents and specifications
- Bidding and permitting assistance
- Construction administration assistance

3.2 Services not Included. These may be provided at additional fees if requested.

- Landscape architecture
- Traffic engineering
- MEP engineering
- Civil engineering
- Soils investigations
- Surveying
- Testing
- Estimates of probable construction costs

IV FEES

4.1 We propose to provide our services at the current hourly rates per the Agreement. We propose a fixed fee in the amount of Sixty-One Thousand and Seventy-Five Dollars (\$61,075.00) and No Cents plus reimbursable expenses.

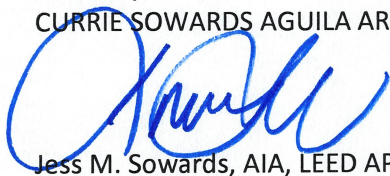
• Assessment report	\$ 12,250
• Construction documents	\$ 17,875
• Bidding and permitting	\$ 10,850
• Construction administration	\$ 20,100

Additional site visits or meetings beyond the bi-weekly meetings, kick-off meeting and project closeout will be an additional \$600.00 per visit or meeting.

V COMPLETION DATE

5.1 The schedule is yet to be determined and will be discussed with CRA staff.

Sincerely,
CURRIE SOWARDS AGUILA ARCHITECTS



Jess M. Sowards, AIA, LEED AP
Principal

