



Cover Memorandum/Staff Report

File #: 25-013 CRA

Agenda Date: 1/28/2025

Item #: 7L.

TO: CRA Board of Commissioners
FROM: Veronica Alfonso, Operations Coordinator
THROUGH: Renée A. Jadusingh, Executive Director
DATE: January 28, 2025

THIRD AMENDMENT TO PROJECT CONSULTANCY & DESIGN SERVICES FUNDING ASSISTANCE AGREEMENT - HARVEY INSURANCE SOLUTIONS, LLC.

Recommended Action:

Approve a third amendment to the Project Consultancy & Design Services Funding Assistance Agreement for Harvey Insurance Solutions, LLC for the improvement project located at 20 NW 6th Avenue, CRA Subarea #3, to extend the termination date.

Background:

Harvey Insurance Solutions LLC was formed by Owner, Mr. Christopher Harvey. Mr. Harvey requested funding assistance under the Project Consultancy & Design Services Program for an improvement project located within the building located at 20 NW 6th Avenue (Building); the Building is owned by Hatcher Construction and Development, Inc., and was developed through a Ground Lease Agreement with the CRA within CRA sub-area #3.

The Owner is leasing a suite within the Building to provide insurance related services to the general public. Funding assistance was requested to design interior office space that maximizes the available square footage of the suite, allowing the most efficient and flexible layout for a variety of functions necessary to provide the services to be offered by the Owner.

At the February 27, 2024, CRA Board Meeting, the CRA Board approved a Project Consultancy & Design Services Funding Assistance Agreement (Level 2 Design Services) for an amount not to exceed \$5,000. Thereafter, Mr. Harvey requested additional assistance in the amount of \$4,500 due to requesting to use a different architectural firm than originally selected.

At the May 30, 2024 CRA Board Meeting, the CRA Board approved the first amendment to the Project Consultancy and Design Services Funding Agreement to increase the total funding amount to \$9,500.

At the August 29, 2024 CRA Board Meeting, the CRA Board approved the second amendment to the Project Consultancy and Design Services Funding to extend the termination date from September 3, 2024, to December 2, 2024.

At this time, an extension to the termination date and reinstatement of the Agreement is needed. To date \$4,000 was paid out on this Funding Assistance Agreement and \$5,500 remains. Harvey Insurance Solutions continues to stay in contact with CRA staff as it relates to completing the improvements. Therefore, CRA Staff recommends the approval of a Third Amendment to the Project Consultancy & Design Services Funding Assistance Agreement with Harvey Insurance Solutions, LLC, extending the termination date to July 31, 2025.

If awarded, the completed designs and plans produced under the Project Consultancy & Design Services Program will be used so that the Owner can apply for the Site Development Assistance Funding Program to help with the actual construction and improvement costs.

Attachment(s): Exhibit A - Location Map; Exhibit B - Project Consultancy & Design Services Funding Assistance Agreement; Exhibit C - First Amendment to Project Consultancy and Design Services Funding Agreement; Exhibit D - Second Amendment Assistance Agreement; Exhibit E- Third Amendment Reinstatement Agreement

CRA Attorney Review:

N/A

Funding Source/Financial Impact:

Funding has been allocated from CRA Grant Program GL #7313.

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