



## Cover Memorandum/Staff Report

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**File #:** 26-0034 CRA

**Agenda Date:** 2/26/2026

**Item #:** 7E.

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**TO:** CRA Board of Commissioners  
**FROM:** Teshana King, Project Manager  
**THROUGH:** Renée A. Jadusingh, Executive Director  
**DATE:** February 26, 2026

**APPROVAL OF A WORK ASSIGNMENT FOR ARCHITECTURAL SERVICES WITH JUSTIN ARCHITECTS, P.A., FOR INTERIOR IMPROVEMENTS OF THE CRA-OWNED COMMERCIAL BUILDING AT 102 NW 5<sup>TH</sup> AVENUE IN AN AMOUNT NOT TO EXCEED \$ 112,217.60.**

**Recommended Action:**

Approve the Work Assignment for Architectural Services with Justin Architects, P.A. for interior improvements of the CRA-owned commercial building located at 102 NW 5<sup>th</sup> Avenue in an amount not to exceed \$112,217.60, 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) purchased 102 NW 5<sup>th</sup> Avenue (Commercial Property) in March 2024.

The Commercial Property has a one-story commercial building with five (5) tenant bays; it is zoned CBD - Central Business District and is within the West Settlers Historic District of The Set (CRA Sub-Area #3).

Currently, there are three (3) tenants that occupy the Commercial Building (Suites 102, 104, and 106). Suites 108/110 previously operated as a grocery store with a commercial kitchen. To preserve the use and meet the needs and desires of The Set community, a Notice of Intent to Lease the Suites 108/110 to one (1) tenant for the operation of a commercial restaurant was issued on July 30, 2025 with a deadline to apply on October 6, 2025. A tenant was selected on December 15, 2025, with plans to operate a full-scale, sit-down restaurant. CRA Staff and the selected tenant are currently in lease negotiations.

Additionally, since the CRA's purchase, the following exterior repairs and improvements have been completed for the Commercial Building:

Complete roof replacement, stucco repairs, new windows and doors, new tenant signage, electrical repairs, and new lighting.

At this time, the next phase of improvements is to rehabilitate and renovate the interior of the Commercial Building. Currently, the tenant bays require mechanical, electrical, and plumbing improvements and ADA accessibility improvements that are essential for the safe and efficient operation of a business within the Commercial Building. Moreover, Suites 108/110, which previously operated as a grocery store with a commercial kitchen will be built out with a commercial kitchen to support the operation of a full-scale restaurant to preserve the previous use and meet the needs and desires of The Set community.

Improving the interior of the Commercial Building eliminates slum and blight and contributes to creating additional affordable commercial spaces and economic opportunities within the CRA District/West Settlers Historic District as indicated in the objectives of the CRA Redevelopment Plan and West Atlantic Masterplan/The Set Transformation Plan.

At this time, the interior improvements are needed to fully rehabilitate and renovate the Commercial Building so that it will better serve the tenants of the Commercial Building and visitors to Historic NW/SW 5<sup>th</sup> Avenue Commercial Corridor.

CRA Staff reached out to multiple architects in the CRA's professional continuing consulting services pool to provide proposals to assist the CRA in completing the architectural and construction plans necessary to complete the interior improvements.

After reviewing the proposals, Justin Architects, P.A. (Justin), 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 work includes providing the architectural services necessary to complete design and construction plans for the following:

- Interior Demolition
- Analysis of the existing structural system and provision of structural recommendations
- Development of Life Safety and Accessibility systems in accordance with ADA and FAC 2023
- Design Mechanical, Electrical, and Plumbing systems
- Design tenant buildout requirements for:
  - Existing Tenants - Suites 102, 104, 106
  - Restaurant Buildout for Suites 108/110, including full commercial kitchen layout

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

At this time, CRA staff is seeking approval of the Work Assignment between the CRA and Justin for interior improvements of the CRA-owned commercial building located at 102 NW 5<sup>th</sup> Avenue in an amount not to exceed \$112,217.60, 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 Justin Architects; Exhibit C - Justin Architects Proposal; Exhibit D - Work Assignment - Justin Architects - 102 NW 5<sup>th</sup> Avenue - Interior

### **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#6222.

**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 Facil