



Cover Memorandum/Staff Report

File #: 26-0108 CRA

Agenda Date: 7/23/2026

Item #: 7I.

TO: CRA Board of Commissioners
FROM: Teshana King, Project Manager
THROUGH: Renée A. Jadusingh, Executive Director
DATE: July 23, 2026

APPROVAL OF A FIRST AMENDMENT TO THE WORK ASSIGNMENT FOR ARCHITECTURAL SERVICES WITH JUSTIN ARCHITECTS, P.A., FOR INTERIOR IMPROVEMENTS OF THE CRA-OWNED COMMERCIAL BUILDING AT 102 NW 5TH AVENUE, FOR ADDITIONAL SERVICES IN AN AMOUNT NOT TO EXCEED \$20,300, FOR A TOTAL CONTRACT AMOUNT IN AN AMOUNT NOT TO EXCEED \$ 132,517.60.

Recommended Action:

Approve a First Amendment to the Work Assignment for Architectural Services with Justin Architects, P.A. for interior improvements of the CRA-owned commercial building located at 102 NW 5th Avenue, for additional services related to structural engineering services in an amount not to exceed \$20,300, for a total contract amount not to exceed \$132,517.60, and to 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 5th 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 Property (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 and 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 hurricane impact 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. 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. 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 5th Avenue Commercial Corridor.

On February 26, 2026, the CRA Board approved a Work Assignment with Justin Architects, P.A., to provide the necessary architectural services for the development of the design and construction plans for the interior rehabilitation and renovation. The scope of work includes interior demolition, structural building assessment, ADA accessibility plans, design of mechanical, electrical, and plumbing systems, and design of tenant bays. These improvements 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.

At this time, additional services for structural engineering services are needed to complete the necessary structural design and plans. A structural building assessment of the Commercial Property was completed in April 2026. The assessment revealed that certain structural elements require repair. These structural repairs, including but are not limited to concrete columns and beams, will be addressed in the construction documents. The scope of work for the additional structural engineering services includes development of construction plans, permitting assistance, bidding assistance, and, as needed, construction administration services, in an amount not to exceed \$20,300. The additional services proposal is included as Exhibit C.

CRA Staff is requesting that the CRA Board accept the proposal for additional services for structural engineering services in an amount not to exceed \$20,300, and approve a First Amendment to the Agreement for Professional Architectural Services between the Delray Beach Community Redevelopment Agency and Justin Architects P.A. for interior improvements of the CRA-owned commercial building located at 102 NW 5th Avenue for a total contract amount not to exceed \$132,517.60; and authorize the CRA Board Chair to execute any and all related documents in a form acceptable to CRA Legal Counsel.

Attachment(s): Exhibit A - Location Map; Exhibit B - Work Assignment with Justin Architects (Interior); Exhibit C - Justin Architects Additional Interior Services Proposal; Exhibit D - First Amendment to Work Assignment with Justin Architects (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 Facilities