Cover Memorandum/Staff Report

File #: 18-0211 CRA **Agenda Date:** 1/15/2019 **Item #:**

TO: **CRA Board of Commissioners**
FROM: **Patrick McCullough, Project Manager**
THROUGH: **Jeff Costello, CRA Executive Director**
DATE: **January 15, 2019**

WORK ASSIGNMENT UPDATE - SONG & ASSOCIATES, INC. - 95 SW 5TH AVENUE DESIGN

Background:

At the November 11, 2018 CRA Board Meeting, the Board approved a Work Assignment with Song & Associates, Inc. ("Consultant") to provide architectural designs for 95 SW 5th Avenue ("Property"), a 7,125 square foot CRA owned lot located in the Historic 5th Avenue business corridor. To encourage economic development and activate Historic 5th Avenue via the Focus on 5th initiatives, the CRA is seeking to develop a commercial building on the vacant portion of the Property.

On December 10, 2018, the CRA issued a Notice to Proceed for the Consultant to commence with the architectural designs.

The Consultant will give a brief presentation to the Board, including the status of the conceptual design, to obtain feedback and direction. Once the conceptual plan phase is complete, the architects will proceed to construction drawings.

Attachment(s): Exhibit A - Photo and Location Map; Exhibit B - Song & Associates, Inc. Presentation