

January 11, 2019

Delray Beach CRA  
Board of Commissioners  
20 N. Swinton Avenue  
Delray Beach, FL 33444

***Subject: Funding Request from Ceasar's Catering & More, LLC (37 SW 5<sup>th</sup> Avenue)***

Dear CRA Commission:

As you may recall, we are in the process of renovating the building at 37 SW 5<sup>th</sup> Avenue to open our first take-out restaurant. In June 2018, the CRA Board approved a Site Development Assistance grant for our business, Ceasar's Catering & More, LLC, to help us with the cost of this project. Since then, we've faced several unanticipated matters that have resulted in significant cost increases and delays. Due to these circumstances, we respectfully submit this letter to request additional CRA funding assistance in the amount of \$28,524.79 to help us complete the project in a timelier manner. (\*)

As most of our unexpected costs would be eligible under the Site Development Assistance Program, we are requesting that the following improvements and costs be included in our existing grant agreement:

• New awning	\$9,900.00
• Additional design and engineering fees	\$2,597.79
• Hood Installation and connection (Including Roof Work)	\$2,444.00
• Removal of old, Purchase & installation of New grease trap	\$8,783.00
• <u>Purchase and installation of exterior pavers</u>	<u>\$4,800.00</u>
<b>TOTAL</b>	<b>\$28,524.79</b>

In addition to including these expenses, we are also requesting that the grant agreement be updated to provide more flexible funding disbursements, allowing us to request weekly payments as work is being performed and inspections are passed, and having bi-weekly reimbursements while construction is underway. We are also requesting to have the option to have the CRA make payments directly to our contractors and vendors.

*(\*) As a result of additional and unexpected delays, our project and construction management team has resulted in an additional \$1,575.00 for additional architectural plan retrieval and submittals, administrative cost, and additional construction management costs. We request these costs also be considered.*

Thank you for your consideration and continued support.

Sincerely,

Bill & Pauline Ceasar