



Cover Memorandum/Staff Report

File #: 18-0309 CRA

Agenda Date: 4/9/2019

Item #:

TO: CRA Board of Commissioners
FROM: DJ Lee, Property Project Manager
THROUGH: Jeff Costello, CRA Executive Director
DATE: April 9, 2019

REQUEST TO ISSUE INVITATION TO BID (ITB) TO RENOVATE THE DUPLEX LOCATED AT 121 SW 10TH AVENUE.

Recommended Action:

Authorize the issuance of ITB to renovate the CRA duplex located at 121 SW 10th Avenue.

Background:

The subject property at 121 SW 10th Avenue is located within the Southwest Neighborhood (CRA Sub-Area #8) and is zoned RM (Medium Density Residential). The existing 2,400 sq. ft. duplex was built in 1992 and currently, one of the units is occupied and the other unit is vacant. The CRA purchased the property on January 15, 2019, for \$240,000.

The structure and roof are sound, but interior renovation is needed in both units. All interior work required for the unoccupied unit, (A), will be done first. After which, the current tenant occupying unit (B), will relocate to unit (A), so that unit (B) can be renovated. Exterior repairs, to include, painting and landscaping, will be completed after all interior work is done.

Attached is the Scope of Work to be included in the CRA's Standard Invitation to Bid document will be utilized.

Attachment(s): Exhibit A: PAPA Property map & Photos; Exhibit B - Draft RFB to Renovate 121 SW 10th Avenue.

CRA Attorney Review:

N/A

Finance Review:

N/A

Funding Source/Financial Impact:

N/A

Timing of Request:

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N/A