



## Cover Memorandum/Staff Report

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**File #:** 18-0854 CRA

**Agenda Date:** 7/15/2021

**Item #:** 7H.

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**TO:** CRA Board of Commissioners  
**FROM:** Tara Toto, Redevelopment Manager  
**THROUGH:** Renée A. Jadusingh, Esq., CRA Executive Director  
**DATE:** July 15, 2021

### **THIRD AMENDMENT TO THE CONSULTING WORK ASSIGNMENT WITH SONG & ASSOCIATES, INC.**

#### **Recommended Action:**

Approve the third amendment to the Consulting Work Assignment with Song & Associates, Inc. for 95 SW 5<sup>th</sup> Avenue, Delray Beach, FL 33444.

#### **Background:**

The subject property located at 95 SW 5<sup>th</sup> Avenue, Delray Beach, FL 33444, consists of a vacant parcel, except for an existing paver parking lot with seven (7) parking spaces, including one (1) ADA accessible space. In order to meet the much needed demand for affordable rental office space, and to encourage economic development and activate Historic 5<sup>th</sup> Avenue per The Focus on 5<sup>th</sup> Initiatives, the Delray Beach CRA Board entered into a consulting work assignment with Song & Associates, Inc. for \$58,820 to provide schematic design, design development, construction documents, bidding/negotiation assistance and construction administration for a two (2) story 3,000SF commercial building on November 13, 2018 ("Project").

At the January 28, 2020, CRA Board Workshop, Song & Associates, Inc. presented the project to the CRA Board for an update on the project design status. This included proposed colored elevations, site plan, and floor plan showing the ground and second floors with dimensions. The CRA Board was advised moving the project any further would require the consultant to submit for site plan approval through the Development Services Department, Technical Advisory Committee (TAC) and Site Plan Review and Appearance Board (SPRAB) approval. The CRA Board discussed the design and agreed to proceed with the project and have the consultant submit to the City for review. On May 26, 2020, the CRA Board approved the First Amendment to the original consulting work assignment in the amount of \$126,223 for additional design and consulting services required for site plan approval.

On January 2021, the CRA Board approved the Second Amendment to the Consulting Work Assignment in the amount of \$4,500 for additional civil, architectural and landscape design services to finalize the design and move forward with the project through to completion of construction.

At this time, the City of Delray Beach Development Services Department is requiring additional right-of-way dedication which will be required to complete the project. This scope will require additional survey services, not included within the consultant's existing agreement. Song and Associates, Inc. submitted a proposal for the required additional survey services in the amount of \$3,000.

CRA Staff recommends approval of the Third Amendment to the Consulting Work Assignment between the Delray Beach Community Redevelopment Agency (CRA) and Song and Associates, Inc. in an amount not to exceed \$164,974 for the additional architectural and engineering design services.

Attachment(s): Exhibit A - Original Work Assignment; Exhibit B - First Amendment to Work Assignment; Exhibit C - Second Amendment to Work Assignment; Exhibit D - Third Amendment to Work Assignment

**CRA Attorney Review:**

The CRA General Council reviewed the Third Amendment to the Consulting Work Assignment to form and determined it to be accepted.

**Cost Overview:**

Original Work Assignment & First Amendment	\$126,223
CRA Credit/Paid	\$31,251
<b>Contact Total</b>	<b>\$157,474</b>
Second Amendment	\$4,500
Third Amendment (pending CRA Board approval)	\$3,000
<b>Current Contract Total</b>	<b>\$164,974</b>

**Funding Source/Financial Impact:**

Funding is available in the amount of \$127,197 - GL#6216