Delray Beach Community Redevelopment Agency Board Workshop

Tuesday, May 14, 2019
10:00 a.m.
ITEM #4A.

KEEP IT LOCAL
AND DISPARITY STUDIES
$7.1B
$1 : $3
75¢ vs. 43¢*

* Source: Local Works! - Michigan
What is Keep it Local?

An effort by a community, organization or entity to find and source local resources to support their operations and growth. With a focus on reaching new customers, vendors, suppliers, contracts and people too.

* Source: Local Works! - Michigan
Why Communities Keep it Local?

- Builds Community and Wealth
- **Strengthens the Local Economy (Resiliency)**
- Shapes a Community’s Distinct Personality
- **Creates a Healthier, “Greener” Environment**
- Lowers Taxes
- **Enhances Choices**
- Creates Local Jobs and Opportunities
- Encourages more Charitable Donations
How the Public Sector Keeps it Local?

- Purchases More Goods and Services Locally
- Develops Formal Set-Aside Programs
- Implements Policies to Support It
- Creates Marketing Campaigns
- Fosters More Community Connections with (Re)Development Opportunities (Community Benefits)
- Joins with Others to Advance It Throughout the Community
## Types of Formal Programs

<table>
<thead>
<tr>
<th>Program Types</th>
<th>Mechanism(s)</th>
<th>Potential Strategies or End Results</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minority Business Enterprise Preference</td>
<td>Disparity Study</td>
<td>If Disparity is found, entity can formalize programs with goals or set-asides; additional staffing may be required to review bids, set goals, monitor results, conduct compliance and issue public reports</td>
</tr>
<tr>
<td>Small Business Enterprise Preference</td>
<td>Disparity Study</td>
<td>See above</td>
</tr>
<tr>
<td>Local Business Preference</td>
<td>Ordinance</td>
<td>Delray Beach enacted one in 2016</td>
</tr>
<tr>
<td>8(a) Business Development</td>
<td>Disparity Study</td>
<td>Federal</td>
</tr>
<tr>
<td>(owned by socially or economically disadvantaged people with net worth of &lt; $250,000)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other: Historically Underutilized Business Zones (HUB Zone), Service Disabled Veteran, Women</td>
<td>Disparity Study</td>
<td>Federal</td>
</tr>
</tbody>
</table>
Existing Restrictions in ‘Keeping it Local’

- Federal Transportation Projects
- Federal Aviation Projects
- Federal Emergency Management Agency Projects
- State Funded Construction Project (51% or more)
Another Side . . .

- NIGP: The Institute for Public Procurement
  - Critical of Preference Policies
- Association of Building Contractors
  - Influencing State Policies
City’s Purchasing Mission

• Provide fair, equitable, and timely acquisitions of goods and services for the City of Delray Beach.

• Bring the greatest value to the City and its residents in an efficient and cost-effective manner by incorporating technology, competition, and best practices.
City Procurement Methods

- **Under $2,500**
  - Small Purchases
  - Purchasing Card

- **$2,500 - $65,000**
  - 3+ Quotes
  - Invitation to Bid (ITB)
  - Request for Proposals (RFP)
  - Request for Qualifications (RFQ)

- **Over $65,000**
  - Sole Source/City Standard
  - Emergency Purchases
  - Government Contracts
  - Bid Waiver
  - Cooperative Contracts – “Piggy-back”

- **Other**
City Solicitation Process

• The City utilizes the following:
  • www.delraybeachfl.com
  • BidSync – www.bidsync.com
  • Request via email: purchasing@mydelraybeach.com
  • City Hall – Hard copies available

• These are the only authorized methods. Suppliers must verify the validity of solicitation documents and/or information received from other sources.
What the City Needs . . .

<table>
<thead>
<tr>
<th>Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air Conditioning Services</td>
</tr>
<tr>
<td>Beach Cabana and Concession Services</td>
</tr>
<tr>
<td>Beach Cleaning Services</td>
</tr>
<tr>
<td>Bulk Fuel</td>
</tr>
<tr>
<td>Construction Services</td>
</tr>
<tr>
<td>Consulting Services</td>
</tr>
<tr>
<td>Debt Collection Services</td>
</tr>
<tr>
<td>Event Security Services</td>
</tr>
<tr>
<td>Extrication Equipment</td>
</tr>
<tr>
<td>Health Care Services</td>
</tr>
<tr>
<td>Housing Rehabilitations</td>
</tr>
<tr>
<td>IT Equipment and Supplies</td>
</tr>
<tr>
<td>Janitorial Supplies</td>
</tr>
<tr>
<td>Landscape Maintenance</td>
</tr>
<tr>
<td>Printing Services</td>
</tr>
<tr>
<td>Road Construction Materials</td>
</tr>
<tr>
<td>Safety Shoes</td>
</tr>
<tr>
<td>Software</td>
</tr>
<tr>
<td>Temporary Staffing</td>
</tr>
<tr>
<td>Towing Services</td>
</tr>
<tr>
<td>Uniform Rentals</td>
</tr>
<tr>
<td>Vehicle Appraisal Services</td>
</tr>
<tr>
<td>Vehicle Parts and Accessories</td>
</tr>
<tr>
<td>Vehicle Purchases</td>
</tr>
<tr>
<td>Water Treatment Solutions</td>
</tr>
</tbody>
</table>
Other Interesting Items . . .

<table>
<thead>
<tr>
<th>Bee Removal</th>
<th>Dog Food</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biomedical Waste Disposal</td>
<td>Fireworks Displays</td>
</tr>
<tr>
<td>Debris Removal Monitoring</td>
<td>Food &amp; Beverage Catering</td>
</tr>
<tr>
<td>Dive Equipment</td>
<td></td>
</tr>
</tbody>
</table>
Current Efforts

• Regional Vendor Events (City Purchasing)
• Reverse Trade Shows (NIGP) (City Purchasing)
• Annual “Keep It Local” Seminars (OED)
• CRA - TED Center and Florida Women Business Center Partnership
  • Small Business Certification
  • Government Contracting Sessions
• Technical Assistance (Florida SBDC @ FAU Research – 2nd Floor of the Library)
Obstacles for Small Businesses

- Knowledge of “Right” Opportunities at “Right Time”
- Bonding Capacity
- Adequate Insurance
- Sufficient Cash Flow
- Appropriate Compliance Support
What’s Missing?

• Discussion / Consensus by Policy Makers
• United Leadership and Approach by City and CRA
• Better Understanding of Local Marketplace and Capabilities
• Accessible Registry of Qualified or Certified Local Businesses
• Local Solutions to Known Barriers
• Regular Community Outreach
• Lead Entity / Department / Office
A Key Question

What can / should we be doing to encourage the use of more local resources to grow a stronger more resilient economy while building wealth in Delray Beach?

(Related Item #9H on CRA Regular Meeting)
ITEM #4B.

LOCAL WORKFORCE DEVELOPMENT INITIATIVES
Why Workforce Development Matters?

• Supports the Talent Development of Locals
• Provides Greater Economic Opportunities for All
• Attracts and Grows Better Jobs – Jobs Follow People
• Raises Local Incomes
• Tackles Poverty
• Reduces Inequities

Ready Workforce for Today and Tomorrow
Connections to City Comprehensive Plan

• Economic Prosperity Element
  • Goal ECP 1: Talent & Human Capital
    • Attract new workers and cultivate grassroots talent including the hard to employ, out of work and entrepreneurs who will drive a resilient and robust economy focused on legacy industries and new industry clusters

• Education Element
  • Goal EDU 2: Extracurricular and Lifelong Learning Initiatives
    • Provide and support extracurricular education and lifelong learning initiatives for residents of all ages and continuing education opportunities for local businesses
What's In the Works

• Trades Certificates @ Palm Beach State College *(Lead: Neighborhood & Community Services with support from CRA and OED) (Champion: CRA Commissioner Angie Gray)*
What’s In the Works

• Girls Go Build Summer Program at Milagro Center (Lead: Janet Meeks, Education Office)
• Reentry Program Feasibility (Lead: Neighborhood & Community Services with support from OED) (Champion: Vice Mayor Shirley Johnson)
• KOPMN (Aviation, Youth Entrepreneurs) (Lead: C.Ron Allen)
• Eckerd Connects (Disconnected Youth Ages 16 – 24) (Lead: Patrick Glover)
• Goodwill Industries Job Connection, Delray Beach
• Wayside House - Tina Posner Career Center (Lead: Marlies Jones)
• TED Center (Youth Entrepreneurs) (Lead: Seabron Smith with funding from CRA)
• Private Sector (Auto Repair) (Lead: Neighborhood & Community Services)
Possible Transformational Projects

- Establishment of Village Center and Redevelopment of the Delray Full Service Center (*Lead: School Board of Palm Beach County*)

- Recruitment and Relocation of Tech Garage to Delray Beach (*Lead: Janet Meeks, City’s Education Coordinator*)
Potential Next Steps . . .

• Expand Night Offerings at Atlantic Community High School
• Attract In-area Courses by Regional Higher Education Partners (Palm Beach State College, FAU, Lynn University)
• Strengthen and Grow Partnerships with South Tech and Palm Beach State College
• Local Workforce Development Roundtable (Co-Leads: OED and Chamber of Commerce)
  • CEO Representative from each Delray Beach Key Industry + Subject Matter Experts from CareerSource, Manpower, Local Partners and Trade Associations)
  • Business Services; Hospitality and Tourism; Distribution and Electronic Commerce; Marketing, Design and Publishing; Financial Services; Video Production and Distribution; Education and Knowledge Centers; Local Health Services; Local Real Estate, Construction and Development
Potential Next Steps . . .

• Completion of a Survey of Businesses to Assess Hiring and Skills Needs + Reentry Friendliness (*Cluster Study*)

• Develop Local Education Programs Focused on Target Clusters (*Cluster Study*)

• Long-term Partnerships to Develop Educational, Occupational Mentoring, Training and Development Programs (*Cluster Study*)
ITEM #4C.

UPDATE ON CAREER COTTAGE ACTIVITIES
CAREER COTTAGE TEAM

Team Lead: Michael Corbit
President/CEO: Steve Craig

Team Lead: Angela Campbell
Regional Director: Joan Greenberg
### Systems Administrator - IT Field Support

**LOCATION**  
Delray Beach

**REQUIREMENTS**  
Bachelor's degree. Minimum 12 months experience.

**TO APPLY**  
Call 561.340.1060 ext. 2391 • Visit one of our three career centers • Go to employflorida.com to search for job order 1095637

**SALARY**  
$20.00/hour

### Maintenance Tech/Handy Person

**LOCATION**  
Palm Beach

**REQUIREMENTS**  
High school diploma/equivalent. Minimum 12 months experience.

**TO APPLY**  
Call 561.340.1060 ext. 2405 • Visit one of our three career centers • Go to employflorida.com to search for job order 10947267

**SALARY**  
$17.00-$18.00/hour

### Armed Security Guard (Paramedic)

**LOCATION**  
West Palm Beach

**REQUIREMENTS**  
High school diploma/equivalent. Minimum 12 months experience.

**TO APPLY**  
Call 561.340.1060 ext. 2317 • Visit one of our three career centers • Go to employflorida.com to search for job order 1093023

**SALARY**  
$18.50 - $21.00/hour

### Monitor Technician

**LOCATION**  
Delray Beach

**REQUIREMENTS**  
High school diploma/equivalent. No minimum months experience.

**TO APPLY**  
Call 561.340.1060 ext. 2353 • Visit one of our three career centers • Go to employflorida.com to search for job order 10955803

**SALARY**  
$12.34-$17.26/hour

HOT JOBS @ Manpower

<table>
<thead>
<tr>
<th>Position</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Machinist – Woodworking</td>
<td>$13 - $15 per hour DOE</td>
</tr>
<tr>
<td>Patient Care Coordinator</td>
<td>$13 - $15 per hour DOE</td>
</tr>
<tr>
<td>Systems Administrator</td>
<td>$32 - $44 per hour DOE</td>
</tr>
<tr>
<td>Maintenance</td>
<td>$13 - $14 per hour DOE</td>
</tr>
<tr>
<td>Customer Service</td>
<td>$14 per hour</td>
</tr>
<tr>
<td>Receptionist</td>
<td>$12 per hour</td>
</tr>
</tbody>
</table>

https://manpowersfl.com
PERFORMANCE TO DATE*

Total Job Seekers 1,813
Total Services Provided 9,063
Total Job Placements for S. County 2,677
DB Job Placements 564

Top Employers
1. City of Delray Beach
2. Bridgestone Retail
3. iPic Entertainment
4. Terminix International
5. American In-Home Care

*January 18, 2018 - April 15, 2019
Sue, a Delray Beach resident who wanted to eliminate dependency on benefits to achieve financial stability.

Lori, a Delray Beach resident who obtained a nursing positions through the Career Cottage.
“Angela Campbell helped me get an interview faster than I could on my own. I thank Ms. Campbell and Manpower for helping me get back into the workforce.” - G. Smith

“Lupita Pulles is amazing and one of the friendliest people I have ever met. She was able to help find a job that I enjoy. Highly recommend to anyone trying to find a job or just a temp position for some extra money.” - Joel Torres

“I have never used a temp service for employment, but chose to due to overwhelming positive feedback from friends. I spoke to Lupita, who in turn conducted a thorough interview to assess my skills. She placed me in a position that kept me busy and engaged. I’m extremely satisfied and grateful for all her help. Anyone looking for employment should reach out to Manpower Delray.” - Andy Ramire

“I stopped by the Manpower Delray Beach office on a Wednesday as I was recently laid off and met with a recruiter named Lupita. She was super helpful and walked me through how an employment agency works. Lupita was able to find me a contract to permanent job within 1 week of meeting her. I highly recommend Manpower if you are looking for work.” - Angie Johnson

“I met with Angela and Lupita in the Career Cottage and they were super helpful finding me a permanent job quickly.” - Susie Jones
UPCOMING EVENTS

Job Readiness Workshops – NEW!

• CareerSource: June 4 / July 18 / August 15 / September 19
• Manpower: June 19 / July 10 / August 14 / September 18
• Recommended Place: CRA Pop Up Pop In Center, 708 West Atlantic Avenue
• Topics: Work Readiness, Soft Skills, Resume Writing, Dress for Success, Interviewing Skills, Job Searching, Closing the Deal, Working with a Recruiter, 5 Ways to Stand Out, Land an Interview, How to Impress An Employer, Adapting Skills to Changing Technology
Potential CRA Board Workshop Topics

• June
  • The Set Transformation Plan
  • The Set Branding
  • Neighborhood Identification Signs

• July
  • Alleyways

• August
  • FY 2019-2020 Draft Budget
  • A-GUIDE
Delray Beach Community Redevelopment Agency Board Meeting

Tuesday, May 14, 2019
1:30 p.m.
ITEM #9A.

AUDITED FINANCIAL STATEMENTS

FISCAL YEAR 2017-2018
ITEM #9B.

GENERAL FUND CARRY FORWARD REPORT

FISCAL YEAR 2017-2018 FUNDS TO FISCAL YEAR 2018-2019 BUDGET
## Delray Beach CRA
### General Fund Carryforward Report

<table>
<thead>
<tr>
<th>General Carry Forward</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>5351- SW 3&lt;sup&gt;rd&lt;/sup&gt; Ct, 4&lt;sup&gt;th&lt;/sup&gt; St, 6&lt;sup&gt;th&lt;/sup&gt; St, 7&lt;sup&gt;th&lt;/sup&gt; St Reconstruct</td>
<td>$6,800,000</td>
</tr>
<tr>
<td>7335- Clean &amp; Safe</td>
<td>$2,360,000</td>
</tr>
<tr>
<td>7470- International Tennis Tournament</td>
<td>$905,000</td>
</tr>
<tr>
<td>8606- US1 Corridor Improvements Debt</td>
<td>$420,149</td>
</tr>
<tr>
<td>8610- Debt Bond Payment</td>
<td>$880,016</td>
</tr>
</tbody>
</table>

**Total Expense**

$11,365,165
ITEM #9C.

BUDGET AMENDMENT NO. 2

FISCAL YEAR 2018-2019
# Highlights from Budget Amendment #2

<table>
<thead>
<tr>
<th>CRA Sub-Area</th>
<th>CRA GL#</th>
<th>Project Name</th>
<th>CRA Budgeted</th>
<th>Proposed Changes</th>
<th>Proposed Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>5201</td>
<td>OSS Campus/Park Improvements – Design/Const.</td>
<td>$700,000</td>
<td>($300,000)</td>
<td>$400,000</td>
</tr>
<tr>
<td>1-8</td>
<td>5236</td>
<td>Wayfinding Signage – Design &amp; Implementation</td>
<td>$400,000</td>
<td>($200,000)</td>
<td>$200,000</td>
</tr>
<tr>
<td>2</td>
<td>5251</td>
<td>NE 3rd Street/Avenue/Alley Improvements – Construction</td>
<td>$2,000,000</td>
<td>$250,000</td>
<td>$2,250,000</td>
</tr>
<tr>
<td>2,3</td>
<td>5253</td>
<td>Swinton/Atlantic Intersection - Design</td>
<td>$500,000</td>
<td>($300,000)</td>
<td>$200,000</td>
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<tr>
<td>8</td>
<td>5351</td>
<td>SW 3rd Ct/SW 4th St/SW 6th St/SW 7th Ave/Alleys - Construction</td>
<td>$6,900,000</td>
<td>$2,100,000</td>
<td>$9,000,000</td>
</tr>
<tr>
<td>8</td>
<td>5360</td>
<td>Block 63 Alley – Construction</td>
<td>$265,000</td>
<td>$75,000</td>
<td>$340,000</td>
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<tr>
<td>7</td>
<td>5510</td>
<td>Osceola Park Neighborhood – Construction</td>
<td>$1,000,000</td>
<td>($1,000,000)</td>
<td>$0 (FY19-20)</td>
</tr>
<tr>
<td>4</td>
<td>5622</td>
<td>NW Neighborhood Design</td>
<td>$1,000,000</td>
<td>$800,000</td>
<td>$1,800,000</td>
</tr>
<tr>
<td>4</td>
<td>5621</td>
<td>Pompey Park Master Plan – Design</td>
<td>$550,000</td>
<td>($550,000)</td>
<td>$0 (FY19-20)</td>
</tr>
<tr>
<td>6</td>
<td>5662</td>
<td>Hilltopper Stadium Restroom/Concession Bldg - Construction</td>
<td>$600,000</td>
<td>($600,000)</td>
<td>$0</td>
</tr>
<tr>
<td>4,8</td>
<td>5650</td>
<td>Sidewalks- NW/SW Neighborhood</td>
<td></td>
<td>$45,000</td>
<td>$45,000</td>
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<tr>
<td>8</td>
<td>6621</td>
<td>Carver Square Neighborhood Corey Isle Housing</td>
<td>$1,000,000</td>
<td>$1,125,000</td>
<td>$2,125,000</td>
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</tbody>
</table>
ITEM #9D.

SECOND AMENDMENT TO CONSTRUCTION/PROFESSIONAL SERVICES INTERLOCAL AGREEMENT
## Fiscal Year 2018-2019 Projects

<table>
<thead>
<tr>
<th>CRA GL#</th>
<th>City Project #</th>
<th>Project Name</th>
<th>CRA Funding</th>
<th>Increase (Decrease)</th>
<th>Adjusted Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>5201</td>
<td>16-004</td>
<td>OSS Campus/Park Improvements - Design</td>
<td>$700,000</td>
<td>($500,000)</td>
<td>$200,000</td>
</tr>
<tr>
<td></td>
<td>TBD</td>
<td>Wayfinding Signage — Design &amp; Implementation</td>
<td>$400,000</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>5251</td>
<td>11-024</td>
<td>NE 3rd Street/Avenue/Alley improvements — Construction</td>
<td>$2,000,000</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>5253</td>
<td>TBD</td>
<td>Swinton/Atlantic Intersection - Design</td>
<td>$500,000</td>
<td>($300,000)</td>
<td>$200,000</td>
</tr>
<tr>
<td>5630</td>
<td>17-117</td>
<td>Swinton Avenue Complete Street - Design</td>
<td>$200,000</td>
<td>-</td>
<td>$200,000</td>
</tr>
<tr>
<td>5351</td>
<td>17-108</td>
<td>SW 3rd Ct/SW 4th St/SW 6th St/SW 7th Ave/Alleys - Construction</td>
<td>$6,900,000</td>
<td>($2,100,000)</td>
<td>$9,000,000</td>
</tr>
<tr>
<td>5355</td>
<td>17-169</td>
<td>Meritt Park Playground - Poured-in-Place Surfacing — Construction</td>
<td>$200,000</td>
<td>-</td>
<td>$200,000</td>
</tr>
<tr>
<td>5360</td>
<td>15-001</td>
<td>Block 63 Alley — Construction</td>
<td>$265,000</td>
<td>$75,000</td>
<td>$340,000</td>
</tr>
<tr>
<td>5361</td>
<td>17-103</td>
<td>SW Neighborhood Alleys — Construction</td>
<td>$990,000</td>
<td>-</td>
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<tr>
<td>5510</td>
<td>16-095</td>
<td>Osceola Park Neighborhood — Construction</td>
<td>$1,000,000</td>
<td>-</td>
<td>-</td>
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<tr>
<td>5622</td>
<td>17-004</td>
<td>NW Neighborhood Design</td>
<td>$1,000,000</td>
<td>$800,000</td>
<td>$1,800,000</td>
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<tr>
<td>5621</td>
<td>16-596</td>
<td>Pompey Park Master Plan — Design</td>
<td>$550,000</td>
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<td>-</td>
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<tr>
<td>5662</td>
<td>17-102</td>
<td>Hilltopper Stadium Restroom/Concession Bldg — Construction</td>
<td>$600,000</td>
<td>-</td>
<td>-</td>
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<tr>
<td>6206</td>
<td>15-040</td>
<td>NW 5th Avenue Alleys - Construction</td>
<td>$740,000</td>
<td>($475,000)</td>
<td>$265,000</td>
</tr>
<tr>
<td>5210</td>
<td>13-022</td>
<td>S Swinton Ave &amp; SW/SE 1st Street (Mast Arm Traffic Signal)</td>
<td>$250,000</td>
<td>-</td>
<td>$250,000</td>
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<tr>
<td>5650</td>
<td>TBD</td>
<td>CRA Sidewalk Project</td>
<td>$45,000</td>
<td>-</td>
<td>$45,000</td>
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</tbody>
</table>
ITEM #9E.

WORK ASSIGNMENT
KIMLEY-HORN
WAYFINDING SIGNAGE DESIGN

CONTRACT AMOUNT: $147,850.00
SCOPE OF SERVICES

• Tasks

<table>
<thead>
<tr>
<th>Part</th>
<th>Deliverable/Time to Complete from Notice to Proceed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part I</td>
<td>Design Development: 3 months from Notice to Proceed</td>
</tr>
<tr>
<td>Part II</td>
<td>Limited Signage Bid Docs: 3 months approval of Final Concept</td>
</tr>
<tr>
<td>Part III</td>
<td>Permitting: up to six months (occurs concurrent to Part II)</td>
</tr>
<tr>
<td>Part IV</td>
<td>Duration of Bidding anticipated to be two months (occurs concurrent to Part III)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part I Design Development</td>
<td>$ 63,930</td>
</tr>
<tr>
<td>Part II Limited Signage Bid Documents</td>
<td>$ 61,545</td>
</tr>
<tr>
<td>Part III Permitting</td>
<td>$ 9,920</td>
</tr>
<tr>
<td>Part IV Limited Bidding Assistance</td>
<td>$ 3,640</td>
</tr>
<tr>
<td>Part V Meetings Task</td>
<td>$ 8,815</td>
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</table>

$ 147,850.

*Services are anticipated to be completed within 365 from the time a notice to proceed is issued.*
ITEM #9F.

UPDATE
PURCHASE & SALE AGREEMENT
EDRON, LLC

NW 600 BLOCK W. ATLANTIC AVENUE
ITEM #9G.

NEW TOOL:

PROJECT CONSULTANCY + DESIGN SERVICES PROGRAM
Level 1 – Project Consultancy Services

• For prospective tenants (pre-lease) and property owners in early planning-idea phase

• Up to 5 hours of 1:1 consulting with architect, funded by CRA via work assignment

• Feasibility Plan – preliminary design concept; sketches; project scope; preliminary costs; list of approvals required
Level 2 – Project Design Services

• For tenants and property owners moving forward with projects that require signed & sealed plans + building permits

• Subject to the approval of a funding agreement with applicant, providing for project scope, terms & conditions

• Signed & Sealed Plans – scope to be determined per project, including architectural, M/E/P, landscape design, civil, surveying, IT, etc.

  • Services provided by professionals pre-qualified by CRA, or registered with CRA by the applicant
1. Approve proposed guidelines for Project Consultancy + Design Services Program

2. Outreach campaign to recruit participation from property owners, businesses and prospective tenants

3. Issue Request for Letters of Interest to pre-qualify design firms for Level 2 design services

4. Revisit program after one year and revise procedures as necessary
ITEM #91.

UPDATE

TRANSPORTATION SERVICES
UPDATE
TRANSPORTATION SERVICES

Downtowner’s Letter Proposal

Operate only the Point to Point Pilot Program:
• 6 GEM Carts + 1 Wheelchair accessible Cart
• Cost $582,000 (First Year)
• Ad Revenue to offset operational cost
• Provide technology, hardware, reporting and training at no cost to the Fixed Route provider
• Fully Integrated System: One App for Both Services
  o Real-time tracking of vehicles and ETA’s to each stop
  o Ridership data for both programs

Fixed Route Program

• CRA staff will negotiate with the second highest ranked proposer: First Transit, Inc. - $512, 606.00 (First Year)
  • Vehicle type, Cost and Date of Implementation Services
  • Note: Cost does not include technology
• Proposed Fixed Route

<table>
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<tr>
<th>Proposal</th>
<th>RFP</th>
<th>Update</th>
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<tbody>
<tr>
<td>Standard Vehicle</td>
<td>8 GEM</td>
<td>6 GEM</td>
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<tr>
<td>Wheelchair Accessible</td>
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PROPOSED ROUTE

Fixed Route Program
ITEM #9J.
DIRECTION
HISTORIC HOUSE RELOCATION
215 NE 7TH AVENUE
ITEM #9K.

CRA ORGANIZATIONAL CHART
ITEM #9L.

EXECUTIVE DIRECTOR'S ANNUAL EVALUATION