



Town of Lake Park Community Redevelopment Agency (CRA)

Agenda Request Form

Meeting Date: August 16, 2023

Originating Department: Public Works

Agenda Title: Resolution of the Lake Park Community Redevelopment Agency (CRA) Authorizing and Directing the Chair to Execute an Agreement with Creative Contracting Group for the Provision of Labor, Materials and Equipment Associated with the Construction of a Pocket Park at 7th Street.

Approved by Town Manager: Bambi McKibbon-Turner Digitally signed by Bambi McKibbon-Turner
DN: cn=Bambi McKibbon-Turner, o=Town of Lake Park,
ou=Assistant Town Manager/Human Resources Director,
email=bturner@lakeparkflorida.gov, c=US
Date: 2023.07.18 09:15:28 -04'00'

Cost of Item: \$193,410.00 **Funding Source:** CRA Fund Balance

Account Number: 110-55-552-520-63000 **Finance Signature:** Jeffrey P. Duvall Digitally signed by Jeffrey P. Duvall
DN: cn=Jeffrey P. Duvall, o, ou,
email=jduvall@lakeparkflorida.gov, c=US
Date: 2023.07.17 17:18:29 -04'00'

Advertised: Yes

Date: 4/9/2023 **Newspaper:** Palm Beach Post; DemandStar

Attachments: 1. Agenda Request Form (ARF)
2. Resolution 44-07-23
3. Contract between CRA and Creative Contracting Group
4. Project Conceptual and Final Design Plans
5. Invitation-to-Bid (ITB) 106-2023 Package

Please initial one:

MP

Yes, I have notified everyone

Not applicable in this case

Background:

This item was previously approved by the CRA Board during its meeting on July 5, 2023. After approval, Agency Staffed discovered a typographical error in the language of the Resolution that incorrectly listed the amount of the Bid submitted by Creative Contracting Group (the "Contractor") to be \$63,410.00, plus allowances for irrigation and lighting improvements

totaling \$30,000.00, for a total Bid amount of \$193,410.00.

The correct amount of the Bid submitted by the Contractor is **\$163,410.00**, plus allowances for irrigation and lighting improvements totaling **\$30,000.00**, for a total Bid amount of **\$193,410.00**. To correct this error, Resolution 44-07-23 is being presented a second time for approval by the CRA Board.

Additionally, based on questions from the CRA Board, **Attachment 4** provides conceptual and final design plans for this project.

Summary Explanation:

During its July 7, 2021, special call meeting, the Community Redevelopment Agency ("CRA" or "Agency") Board approved the purchase of a property abutting the CRA's public parking lot, having a street address of 610 7th Street. Following the purchase and at the direction of the Agency Executive Director, Agency Staff investigated options for potential uses of this strategically located property.

During the September 1, 2021, meeting of the CRA, the Board was presented with three (3) proposed uses for said property: 1. Parking Lot Expansion, 2. Dog Park, and 3. Pocket Park.

During this meeting, the Board discussed these and other use options and narrowed their preference to Options 2 and 3 (Dog Park and Pocket Park, respectively). Additionally, Agency Staff offered to further refine design elements for the preferred property uses and return them to the Board with additional information for further discussion.

At a follow-up CRA meeting on October 6, 2021, Agency Staff presented the refined use options and the Board determined that the property was too small for an adequate dog park and that a Pocket Park was the best use for the property; however, at that time the CRA was focusing on Agency debt reduction and the 610 7th Street property improvement project was postponed.

On December 1, 2022, the CRA Board approved the demolition of the one-story single-family house located at 610 7th Street. The property is currently vacant land.

Additionally, during its August 3, 2022, meeting, the CRA Board authorized J. Morton Architecture to prepare construction ready architectural hardscape and landscape plans for the pocket park project.

Upon completion of the architectural plans CRA staff drafted and issued an Invitation-to-Bid (ITB #106-2023) for the pocket park project. Later, on May 18, 2023, the Agency received five (5) bid submittals for the project. Agency Staff reviewed and evaluated and determined that Creative Contracting Group's bid of \$193,410.00 was the lowest, responsible and responsive bid.

NOTE: (Bid Total consists of \$163,410.00 base bid + a \$15,000.00 allowance for landscape irrigation work + a \$15,000.00 for landscape lighting work, to be expended at the determination of Agency Staff, following established procurement guidelines)

The Executive Director recommends approval.

Recommended Motion: I move to authorize the Executive Director to accept and execute a contract with Creative Contracting Group for the construction of the 7th Street Pocket Park project.