RIVIERA BEACH COMMUNITY REDEVELOPMENT AGENCY

Florida's Dynamic Waterfront Community

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MEMORANDUM

TO: Honorable Chair and Members, CRA Board of Commissioners
City of Riviera Beach, Florida

FROM: Scott Evans, Interim Executive Director, Riviera Beach CRA

DATE: July 6, 2017

SUBJECT: Approval of Pay Applications: **#28 for $41,909.44 and #29 for $39,200.03.**

Request for Board Approval

Staff recommends the CRA Board's approval of **Pay Application #28 and #29 for a total of $81,109.47** for the period ending **June 30, 2017.** As denoted in the AIA Document G702 (refer to Column G on page eight of the report), the bulk of expenses are associated with signage and completing the project.

UPLANDS DEVELOPMENT
(ALL EXCEPT MEC)

Pay #	Period	Draw Request	Total Amount Retained	Contract Sum	Balance to Finish	Previous Payments	% Complete
28	3/31/2017	$41,909.44	$31,238.13	$18,246,284.15	$96,777.08	$18,107,597.63	99+%
29	6/30/2017	$39,200.03	$17,511.82	$18,246,284.15	$57,577.05	$18,149,507.07	99+%

Marina Event Center (MEC)

Construction funding for the MEC is managed separately in escrow accounts controlled by Key Bank, as a result of a New Markets Tax Credit loan approved in association with HEDC, an affiliate of the National Development Council. *As of 6/1/2017, total costs of $7,709,880.17* have been submitted against the MEC's adjusted GMP budget of $7,707,890.17. The *MEC is 100% completed.*

GMP Maximum Price: Change Order & Direct Purchase Order Update

The CRA Board approved the Guaranteed Maximum Price (GMP) contract amendment by Resolution 2014-34; for the total Marina Project (Site work, Infrastructure, & Event Center) on June 25, 2014, for $25,932,979.00. A complete description of project costs and change order approvals is highlighted in Section 3 of the Gilbane-CSI-RDBG Owners Representative Report. The CRA has completed Direct Purchase Orders for the entire project in the approximate amount of $3,000,000 accounting for a total tax savings of over $180,000.

Explanation of AIA Document G702 & G703 – Upland Development (All Except the MEC):

The Document G702 is referred to as the Pay Application and includes a description of work that tracks the Guaranteed Maximum Price (GMP) costs to a schedule of values. The report has been altered to allow the CRA to apply the costs to the appropriate funding sources (Key Bank – for the Event Center), CRA, City, and the Utility District). The Pay Application shows what's been spent, compared to the budget and the balance of funds remaining. Please refer to Exhibit A for review.

1. Each Pay Application, usually every month, Gilbane & Song certify the information and completed work represented by the Weitz JV Pay App and the payment that should be made – see signatures on page one.

2. Total Contract Sum (page one) will show Original Contract amount and any net change orders that may have affected the Original Contract Sum. At Line Item #2, the Board can see the total effect of direct purchase & change orders and be aware of cost overages that will increase the total Contract Sum. The total site and infrastructure budget at ***June 30, 2017 of $18,246,284.15 includes a net deduction of $42,156.85 for change orders and direct purchase orders by the CRA for the Infrastructure and Site Work.*** This amount excludes funds outside of the GMP, controlled by the CRA to fund change orders not included in the budget.

3. At Line Item #9, the report shows the Balance to Finish. The percent of work completed for each task or scheduled value is shown between columns G & H (see page eight of the Pay Application – Document G703). ***The project is approximately 99+% complete.***

EXHIBIT A
APPLICATION AND CERTIFICATE FOR PAYMENT
AIA DOCUMENT G702

SEE ATTACHED

Riviera Beach CRA
Payment Authorization Checklist

Vendor Name: Waitz

Control No.: _____ Invoice No.: 28

Invoice Date: 5-15-17 Payment Amount: $ 41,909.44

Project Supervisor/Responsible Official: Scott Evans

	Reviewed/Approved by
☑ Project "scope of work and deliverables" reviewed ?	
☑ Payment support documentation appropriate based on work scope ?	
☑ Deliverables due with this invoice have been received ?	
☐ If final payment, have all deliverables been received ?	N/A
☒ Amount of payment is in agreement with payment schedule or is appropriate and is within the limits of the total agreement amount, on a cumulative amount basis ?	SE
☒ Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	SE
☑ The nature of work being performed is within the scope of the CRA plan.	
☒ Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	SE

The invoice and supporting documentation have been reviewed and it is approved for payment.

_____ Date: June 30, 2017
Approving Authority

☐ Payment approved by the Board of Commissioners by Motion No. 2014-34 or the Consent Agenda, at its meeting on 6-25-14. (If applicable)

Riviera Beach CRA
Payment Authorization Checklist

Vendor Name: Weitz

Control No.: _____ Invoice No.: Pay App #29

Invoice Date: 6-30-17 Payment Amount: $ 39,200.03

Project Supervisor/Responsible Official: Scott Evans

		Reviewed/Approved by
☑	Project "scope of work and deliverables" reviewed ?	
☑	Payment support documentation appropriate based on work scope ?	
☑	Deliverables due with this invoice have been received ?	
☐	If final payment, have all deliverables been received ?	N/A
☒	Amount of payment is in agreement with payment schedule or is appropriate and is within the limits of the total agreement amount, on a cumulative amount basis ?	
☒	Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	
☑	The nature of work being performed is within the scope of the CRA plan.	
☒	Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	

The invoice and supporting documentation have been reviewed and it is approved for payment.

_____ Date: July 6, 2017

Approving Authority

☐ Payment approved by the Board of Commissioners by Motion No. 2014-34 or the Consent Agenda, at its meeting on 6-25-14. (If applicable)