Riviera Beach CRA
Payment Authorization Checklist

Vendor Name: **Constant Computing, LLC**

Control No.: **Res. No. 2016-10**   Invoice No.: **101288**

Invoice Date: **8/31/17**   Payment Amount: $ **3,147.50**

Project Supervisor/Responsible Official: **Darlene Hatcher**

		Reviewed/Approved by
☑	Project "scope of work and deliverables" reviewed ?	DH
☑	Payment support documentation appropriate based on work scope ?	DH
☑	Deliverables due with this invoice have been received ?	DH
☐	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 ?	DH
☐	Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	N/A
☐	The nature of work being performed is within the scope of the CRA plan.	N/A
☑	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.

_____
Approving Authority

Date: **6-9-17**

☐ Payment approved by the Board of Commissioners by Motion No. **2016-10** or the Consent Agenda, at its meeting on **6-8-16** . (If applicable)

entered 9-6-17

2

Constant Computing
1007 N Federal Hwy #2
Fort Lauderdale, FL 33304
(954)683-9711
invoices@constantcomputing.com
www.constantcomputing.com

INVOICE

BILL TO
Riviera Beach Community
Redevelopment Agency
2001 Broadway
Suite 300
Riviera Beach, FL 33404

INVOICE # 101288
DATE 08/31/2017
DUE DATE 09/15/2017
TERMS Net 15

DATE	ACTIVITY	QTY	RATE	AMOUNT
08/31/2017	**Business Rate** Monitoring & Patch Management - Advanced network monitoring & inventory, patch management of physical and virtual servers, patch management of workstations - 3 sites, 11 Servers, 22 Workstations	1	1,480.00	1,480.00
08/31/2017	**Business Rate** User Support – Troubleshoot/resolve user issues, troubleshoot/resolve application issues, install software, manage printers, instruct on usage, troubleshoot/resolve PC/hardware issues, troubleshoot/resolve PC backup issues, consultation on user requests, manage user workstations.	4.75	115.00	546.25
08/31/2017	**Business Rate** Servers & Network – Troubleshoot/resolve server issues, troubleshoot/resolve server application issues, troubleshoot/resolve backup issues, configure services, manage server & network appliances, maintenance, evaluate & resolve errors/performance/health issues, configure server applications & network appliances.	3.75	115.00	431.25
08/31/2017	**Business Rate** Virtual CIO - Planning, evaluation, assist in vendor management, consultation, network documentation, product research, audit support.	1	115.00	115.00

DATE	ACTIVITY	QTY	RATE	AMOUNT
08/31/2017	**Business Rate** Projects & Setup – Work on projects, setup applications & hardware, install workstations, change/add severs/network appliances, migrations, manage data, modify backup/disaster recovery solutions.	5	115.00	575.00

BALANCE DUE   **$3,147.50**