

Riviera Beach CRA
Payment Authorization Checklist

Vendor Name: Constant Computing
Control No.: Bes. No. 2017-20 Invoice No.: 101326
Invoice Date: 10/31/17 Payment Amount: \$ 4067.50
Project Supervisor/Responsible Official: Darlene Hatcher

	Reviewed/Approved by
<input checked="" type="checkbox"/> Project "scope of work and deliverables" reviewed ?	<u>RM</u>
<input checked="" type="checkbox"/> Payment support documentation appropriate based on work scope ?	<u>RM</u>
<input checked="" type="checkbox"/> Deliverables due with this invoice have been received ?	<u>RM</u>
<input type="checkbox"/> If final payment, have all deliverables been received ?	<u>N/A</u>
<input checked="" type="checkbox"/> 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 ?	<u>RM</u>
<input type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	<u>N/A</u>
<input checked="" type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	<u>RM</u>
<input checked="" type="checkbox"/> Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	<u>RM</u>

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

[Signature]
Approving Authority

Date: 11/21/2017

<input type="checkbox"/> Payment approved by the Board of Commissioners by Motion No. <u>2017-20</u> or the Consent Agenda, at its meeting on <u>9-28-17</u> . (If applicable)
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www.constantcomputing.com

INVOICE

BILL TO

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

INVOICE # 101326**DATE** 10/31/2017**DUE DATE** 11/15/2017**TERMS** Net 15

DATE	ACTIVITY	QTY	RATE	AMOUNT
10/31/2017	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
10/31/2017	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.	2.50	115.00	287.50
10/31/2017	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.	7.25	115.00	833.75
10/31/2017	Business Rate Virtual CIO - Planning, evaluation, assist in vendor management, consultation, network documentation, product research, audit support.	0.50	115.00	57.50

DATE	ACTIVITY	QTY	RATE	AMOUNT
10/31/2017	Business Rate Projects & Setup – Work on projects, setup applications & hardware, install workstations, change/add servers/network appliances, migrations, manage data, modify backup/disaster recovery solutions.	12.25	115.00	1,408.75
BALANCE DUE				\$4,067.50