

# Riviera Beach CRA Payment Authorization Checklist

Vendor Name: Constant Computing


Control No.: Resolution No. 2017-20 Invoice No.: 101390

Invoice Date: December 31, 2017 Payment Amount: \$4,958.75

Project Supervisor/Responsible Official: DARLENE HATCHER

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

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


Date: Jan 7, 2018  
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 Approving Authority

Payment approved by the Board of Commissioners by:

Motion No. 2017-20

or the Consent Agenda, at its meeting on 9-27-17. (If applicable)

**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 #** 101390  
**DATE** 12/31/2017  
**DUE DATE** 01/15/2018  
**TERMS** Net 15

DATE	ACTIVITY	QTY	RATE	AMOUNT
12/31/2017	<b>Business Rate</b> 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
12/31/2017	<b>Business Rate</b> 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.	1.75	115.00	201.25
12/31/2017	<b>Business Rate</b> 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.	11.75	115.00	1,351.25
12/31/2017	<b>Business Rate</b> Virtual CIO - Planning, evaluation, assist in vendor management, consultation, network documentation, product research, audit support.	3	115.00	345.00

DATE	ACTIVITY	QTY	RATE	AMOUNT
12/31/2017	<b>Business Rate</b> Projects & Setup – Work on projects, setup applications & hardware, install workstations, change/add servers/network appliances, migrations, manage data, modify backup/disaster recovery solutions.	13.75	115.00	1,581.25

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BALANCE DUE

**\$4,958.75**