

Riviera Beach CRA Payment Authorization Checklist

Vendor Name: Constant Computing


Control No.: Resolution No. 2017-20 Invoice No.: 101434

Invoice Date: January 31, 2018 Payment Amount: \$6,396.25

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 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 type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	NA
<input checked="" type="checkbox"/> Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	CH

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


 _____ Date: Feb 15, 2018
 Approving Authority

Payment approved by the Board of Commissioners by:

Motion No. 2017-20

or the Consent Agenda, at its meeting on 9-28-17. (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 # 101434
DATE 01/31/2018
DUE DATE 02/15/2018
TERMS Net 15

DATE	ACTIVITY	QTY	RATE	AMOUNT
01/31/2018	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
01/31/2018	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.	5.50	115.00	632.50
01/31/2018	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.	24.75	115.00	2,846.25
01/31/2018	Business Rate Virtual CIO - Planning, evaluation, assist in vendor management, consultation, network documentation, product research, audit support.	2.75	115.00	316.25

DATE	ACTIVITY	QTY	RATE	AMOUNT
01/31/2018	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.	9.75	115.00	1,121.25

BALANCE DUE

\$6,396.25