

Riviera Beach CRA Payment Authorization Checklist

Vendor Name: Constant Computing

Control No.: Resolution No. 2017-20 Invoice No.: 101621

Invoice Date: June 30, 2018 Payment Amount: \$3,521.25

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 checked="" type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	C
<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.

Darlene Hatcher (DH)

Date: 7/5/2018

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)

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 Fort Lauderdale, FL 33304
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 invoices@constantcomputing.com
 www.constantcomputing.com

INVOICE

BILL TO

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

INVOICE # 101621
DATE 06/30/2018
DUE DATE 07/15/2018
TERMS Net 15

DATE	ACTIVITY	QTY	RATE	AMOUNT
06/30/2018	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
06/30/2018	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.	4	115.00	460.00
06/30/2018	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.	11.25	115.00	1,293.75
06/30/2018	Business Rate Virtual CIO - Planning, evaluation, assist in vendor management, consultation, network documentation, product research, audit support.	0.25	115.00	28.75
06/30/2018	Business Rate Projects & Setup – Work on projects, setup	2.25	115.00	258.75

DATE

ACTIVITY

QTY

RATE

AMOUNT

applications & hardware, install
workstations, change/add servers/network
appliances, migrations, manage data,
modify backup/disaster recovery solutions.

BALANCE DUE

\$3,521.25