Riviera Beach CRA
Payment Authorization Checklist

Vendor Name: **Constant Computing**

Control No.: **Resolution No. 2017-20**   Invoice No.: **101668**

Invoice Date: **July 31, 2018**   Payment Amount: **$4,556.25**

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.	
☑ Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	G

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

_____   Date: 8/2/2018
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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INVOICE

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

INVOICE # 101668
DATE 07/31/2018
DUE DATE 08/15/2018
TERMS Net 15

DATE	ACTIVITY	QTY	RATE	AMOUNT
07/31/2018	**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
07/31/2018	**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.	3	115.00	345.00
07/31/2018	**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.	13	115.00	1,495.00
07/31/2018	**Business Rate** Virtual CIO - Planning, evaluation, assist in vendor management, consultation, network documentation, product research, audit support.	3.50	115.00	402.50
07/31/2018	**Business Rate** Projects & Setup – Work on projects, setup	7.25	115.00	833.75

DATE	ACTIVITY	QTY	RATE	AMOUNT
	applications & hardware, install workstations, change/add severs/network appliances, migrations, manage data, modify backup/disaster recovery solutions.			

BALANCE DUE **$4,556.25**