

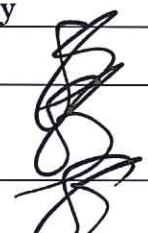


Riviera Beach CRA Payment Authorization Checklist

Vendor Name: **HARVARD JOLLY** _____

Control No.: **RES 2018-18** _____ Invoice No. **35556** _____

Invoice Date: **November 9, 2018** Payment Amount: **\$9,630.00** _____

Project Supervisor/Responsible Official: **SCOTT EVANS**

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

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

 _____ Date: 12/3/2018

Payment approved by the Board of Commissioners by:

Motion No. **2018-18** _____

or the Consent Agenda, at its meeting on **SEPTEMBER 6, 2018**. (If applicable)

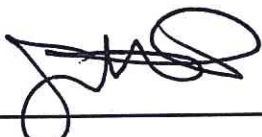
**RIVIERA BEACH COMMUNITY REDEVELOPMENT AGENCY
PAYMENT REQUISITION FORM**

TODAYS DATE: 11/19/2018
 VENDOR NAME: Harvard Jolly
 VENDOR #: 119012
 INVOICE #: 35556
 INVOICE DATE: 11/9/2018
 PO #: _____

X

BCP
C & S
CDE
CRA
MEC
MV
RBEC, LLC

FUND ACCOUNT NUMBER	DESCRIPTION	JOB	AMOUNT
832-50101-563000	Block Redevelopment Construction Drawings		\$ 9,630.00
INVOICE TOTAL			\$9,630.00

COMMENTS: _____ APPROVED BY: 

CRA POLICY ON PURCHASES LESS THAN \$2,500 REQUIRES THAT THE PURCHASE PRICE IS "FAIR AND REASONABLE." IF COMPETITIVE QUOTES ARE REQUIRED, PLEASE COMPLETE SECTION C AND SUBMIT QUOTES WITH INVOICE. IF UNDER \$2500 PLEASE COMPLETE SECTION A OR B BELOW.

SECTION A - CERTIFICATION
 PLEASE ANNOTATE BELOW HOW YOU DETERMINED THAT THE PRICE IS FAIR AND REASONABLE; EXAMPLES INCLUDE: PROFESSIONAL MARKET EXPERIENCE, MARKET TREND, PREVIOUS PURCHASE, CATALOG PRICE, ADVERTISING PUBLICATIONS, ETC.
 I HAVE DETERMINED THAT THE PRICE IS FAIR AND REASONABLE. MY REASONS INCLUDE:

SECTION B - OTHER
Harvard Jolly
Board Approves

SECTION C - QUOTES

VENDOR	PRICE QUOTED	COMMENT / RANKING
1 <u>Song & Associates</u>	\$9,630.00	Block Redevelopment Construction Drawings
2		
3		

RECEIVED BY FINANCE: _____
 ENTERED IN FMS / ADG: 11-20-18
 DATE MAILED: _____

RECEIVED

NOV 16 2018

RIVIERA BEACH COMMUNITY
REDEVELOPMENT AGENCY

Invoice

**HARVARD • JOLLY
ARCHITECTURE**

November 9, 2018
Project No: 18042.01
Invoice No: 35556

Riviera Beach Community Redevelopment Agency
Attn: Scott Evans
2001 Broadway
Suite 300
Riviera Beach, FL 33404

Project 18042.01 RBCRA 16th Street Rendering/Sketchup
Professional Services from October 1, 2018 to October 31, 2018

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Structure/Development Base CAD	3,410.00	100.00	3,410.00	0.00	3,410.00
Develop of Design Options	2,680.00	100.00	2,680.00	0.00	2,680.00
Colored Elevations of two facades	1,360.00	100.00	1,360.00	0.00	1,360.00
3D Sketch Model/2 Rendering Views	2,180.00	100.00	2,180.00	0.00	2,180.00
Total Fee	9,630.00		9,630.00	0.00	9,630.00
Total Fee					9,630.00
Total this Invoice					\$9,630.00

Billings to Date

	Current	Prior	Total
Fee	9,630.00	0.00	9,630.00
Totals	9,630.00	0.00	9,630.00

Project Manager Rene Tercilla, AIA, Senior Vice President

Supervisor Rene Tercilla, AIA, Senior Vice President



11/21/2018 13:31
5189ckoller.

|City Of Riviera Beach, FL
|ACCOUNTS PAYABLE VENDOR

| P 1
|apvdrmt

Vendor number: 10612 Entity:1
Alpha sort: HARVARD JOLLY, INC. Type: 109 PROFE SRV
Status: A

Name: HARVARD JOLLY, INC.
Name line 2:
Name line 3:
Name line 4:

DBA:
Address line 1: 2714 DR. MLK JR. ST. N.
Address line 2:
Address line 3:
Address line 4:
City, state, zip: SAINT PETERSBURG FL 33704
Country code: Foreign Entity:N

1099 Vendor: N 1099 default:
1099 retainage N
W-9 Sent: N Social Security: ***-**-****
W-9 Received: N Federal Id: *****
Federal Withholding: N DUNS Number: 591430579
Independent Contractor: N

General notes: NONE
Certification notes: NONE
Class notes: NONE
Performance notes:
Discount percent: .000 Days to discount:
Minimum order: .00 Days to net:
Freight Term/Meth: Freight Percent: 0.000
Use Tax Vendor: N
Duplicate Invoice: N
Blank Invoice: N
Bank:
Bank account: ***** Acct type:
Payment Method: PRINTED CHECK Prenote: N
AP retainage status N
PO Delivery Method: Print
AP Delivery Method: Print

Email
WWW:

Contact 1 Contact 2
Name: KIM LEE
Description:
Telephone: 727-896-4611 X1134
FAX: 727-894-0502
EMAIL: K.LEE@HARVARDJOLLY.COM

Default account: Org: Object: Project:
Descrip:
Alloc code: 0
Class: Performance:
Geographic: County Cd:
AR customer: Separate Checks: N
Payroll employee: