


Riviera Beach CRA Payment Authorization Checklist

Vendor Name: FLORIDA FISHING ACADEMY

Control No.: Res 2017-17 Invoice No.: 0419

Invoice Date: 3/26/19 Payment Amount: \$ 2,500.00

Project Supervisor/Responsible Official: ANNETTA JENKINS

	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?	
<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 checked="" type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	
<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.

VENDOR #12156 

Date: May 1, 2018

Payment approved by the Board of Commissioners by Motion No. 2017-77 or the Consent Agenda, at its meeting on 9-27-17.
(If applicable)

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

TODAYS DATE: 4/26/2019
 VENDOR NAME: FLORIDA FISHING ACADEMY
 VENDOR #: 12156
 INVOICE #: 419
 INVOICE DATE: 3/26/2019
 PO #: _____

	BCP
	C & S
	CDE
X	CRA
	MEC
	MV
	RBEC,LLC

FUND ACCOUNT NUMBER	DESCRIPTION	JOB	AMOUNT
81150105-58200	MARCH 26, APRIL 22		\$ 2,500.00
INVOICE TOTAL			\$2,500.00

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 _____

SECTION C - QUOTES

VENDOR	PRICE QUOTED	COMMENT / RANKING
1		
2		
3		

RECEIVED BY FINANCE: _____
 ENTERED IN TYLER: _____
 DATE MAILED: _____

MAY 01 2019

#1779 #



INVOICE

Florida Fishing Academy
7067 Peninsula Court
Lake Worth, Fla. 33467
Phone (561) 740-7227

INVOICE # 0419

Date: March 26th, 2019- April 22nd, 2019

TO:

Riviera Beach Community Redevelopment Agency
2001 Broadway #300
Riviera Beach, FL 33404
Ph. 561-844-3408, Fax 561-881-8043
Att: Annetta Jenkins

FOR:

Re: **March 26th, 2019- April 22nd, 2019**

DESCRIPTION	Service Dates	AMOUNT DUE
Services rendered Note: Refer to Monthly Report	Re: March 26th, 2019- April 22nd, 2019	\$2,500
		\$2,500

Class Overview: Please see attached report, Highlights section.

Make all checks payable to
Florida Fishing Academy

Thank you for your business!



**ATTN: Annetta Jenkins
Riviera Beach CRA
2001 Broadway STE 300
Riviera Beach FL, 33404**

Re: March 26th, 2019- April 22nd, 2019

	Annual Target	Current Month	November 2018 To Date
Community Events	3	<u>0</u>	1
Riviera Residents-Single Sessions	800	<u>264</u>	<u>753</u>
Riviera Residents-Camp	140	<u>0</u>	<u>66</u>
Non-Residents-Single Sessions	0	<u>144</u>	<u>300</u>
Non-Residents-Camp	0	<u>0</u>	<u>0</u>
Classes	55	<u>11</u>	<u>52</u>
Weeks of Camp	7	<u>0</u>	<u>0</u>
Volunteer Hours	0	<u>0</u>	<u>0</u>

Highlights

March 26th- Safe Haven Community Resource Center

Our students learned about fishing rules and regulations.

March 27th- Riviera Beach Parks and Recreation Department- Tate Center

We spent the day talking about sharks and the various species you find in our area.

March 28th- JFK Middle School

We played backyard bass and learned how to properly cast our fishing rods.

March 30th- Access the Sea

We have partnered with Access the Sea, a non-profit dedicated to enriching the lives of individuals with disabilities

April 2nd- Safe Haven Community Resource Center

We spent the day talking about sharks and the various species you find in our area.

April 3rd- Riviera Beach Parks and Recreation Department- Tate Center

We were able to put our shark knowledge to the test by playing shark jeopardy.

April 4th- Annual Fundraiser at Manatee Lagoon

We had a great turn out at Manatee Lagoon for our annual fundraiser honoring the CRA of Rivera Beach for their continued partnership.

April 9th- Safe Haven Community Resource Center

Our students were able to put our shark knowledge to the test by playing shark jeopardy.

April 10th- Rivera Beach Parks and Recreation Department- Tate Center

Our students learned a bit more about ocean animals today and focused on deep sea creatures.

April 11th- JFK Middle School

Our students learned about fishing rules and regulations.

April 16th- Safe Haven Community Resource Center

We played backyard bass and learned how to properly cast our fishing rods.

April 17th- Rivera Beach Parks and Recreation Department- Tate Center

We played backyard bass and learned how to properly cast our fishing rods.

April 18th- JFK Middle School

Our students at JFK Middle prepared for their upcoming fishing trip by setting up their rods.

Challenges

Nothing to report.

Volunteer News

Nothing to report.

Community Partners

Rivera Beach Parks and Rec Department-Tate Center, JFK Middle School, Safe Haven Community Resource Center.

Innovation and News

Nothing to report.





Thank you,
Captain Richard Brochu
Executive Director
Florida Fishing Academy, Inc.
7067 Peninsula Court
Lake Worth, FL 33467
561-740-722