

**Riviera Beach CRA
Payment Authorization Checklist**

Vendor Name: **BRIGHTVIEW LANDSCAPE SERVICES, INC.** _____

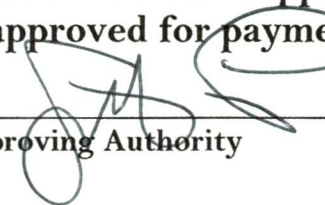
Control No.: **RES 2019-07** _____ Invoice No.: 6383514

Invoice Date: 2/1/19 Payment Amount: \$ 6,316⁶⁷

Project Supervisor/Responsible Official: **ROD McLEOD**

	Reviewed/Approved by
<input checked="" type="checkbox"/> Project "scope of work and deliverables" reviewed?	<i>GM</i>
<input checked="" type="checkbox"/> Payment support documentation appropriate based on work scope?	<i>GM</i>
<input checked="" type="checkbox"/> Deliverables due with this invoice have been received?	<i>GM</i>
<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?	<i>GM</i>
<input checked="" type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	<i>GM</i>
<input checked="" type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	<i>GM</i>
<input 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: 7/16/19

Approving Authority

Payment approved by the Board of Commissioners by:
Motion No. **2019-07** or the Consent Agenda, at its meeting on (If applicable)
MAY 8, 2019

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

TODAYS DATE: 7/8/2019
 VENDOR NAME: Brightview Landscape Services
 VENDOR #: 12459
 INVOICE #: 6383514
 INVOICE DATE: 6/24/2019
 PO #: _____

X

BCP
C & S
CDE
CRA
MEC
MV
RBEC,LLC

FUND ACCOUNT NUMBER	DESCRIPTION	JOB	AMOUNT
81150103-546000	Landscape Services		\$ 6,316.67
INVOICE TOTAL			\$6,316.67

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 FMS / ADG: JUL 17 2019
 DATE MAILED: _____


#1990 - 1 #



INVOICE

Riviera Beach CRA
2001 Broadway Ste 300
Riviera Beach FL 33404

Customer #: 19941880
Invoice #: 6383514
Invoice Date: 7/1/2019
Cust PO #:

Job Number	Description	Amount
353000208	Riviera Beach Marina Village Exterior Maintenance For July	6,316.67
		
Total invoice amount		6,316.67
Tax amount		
Balance due		6,316.67

Terms: Net 15 Days

If you have any questions regarding this invoice, please call 561-784-3450

Please detach stub and remit with your payment

Payment Stub

Customer Account#: 19941880
Invoice #: 6383514
Invoice Date: 7/1/2019

Amount Due: \$6,316.67

Thank you for allowing us to serve you

Please reference the invoice # on your check
and make payable to:

Riviera Beach CRA
2001 Broadway Ste 300
Riviera Beach FL 33404

BrightView Landscape Services, Inc.
P.O. Box 740655
Atlanta, GA 30374-0655