## Riviera Beach CRA Payment Authorization Checklist

Vendor Name: HARVARD JOLLY	
Control No.: <b>RES 2018-18</b> Invoice No. <b>36314</b>	
Invoice Date: JULY 5, 2019 Payment Amount: \$4,	864.50
Project Supervisor/Responsible Official: SCOTT EVANS	
	Reviewed/Approved by
D-Project "scope of work and deliverables" reviewed?	by S
Dayment support documentation appropriate based on work scope?	H
Deliverables due with this invoice have been received?	<b>Y</b> ,
☐ 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?	
Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	
The nature of work being performed is within the scope of the CRA plan.	8
Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	
The invoice and supporting documentation have been is approved for payment.  Date:	
Payment approved by the Board of Commissioners by:	
Motion No. <b>2018-18</b>	

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

VENDOR NAME:         Harvard Jolly         C & S           VENDOR #:         10612         CDE           INVOICE #:         36314         X         CRA           INVOICE DATE:         7/5/2019         MEC							
TODAYS DATE: 7/8/2019 VENDOR NAME: Harvard Jolly VENDOR #: 10612 INVOICE #: 36314 INVOICE DATE: 7/5/2019  Office #: 36314 INVOICE DATE: 7/5/2019  Office #: Mec MV RBEC,LLC  FUND ACCOUNT NUMBER  DESCRIPTION  Block Redevelopment Construction Drawing 100% completed \$ 4,864.50  and additional services  INVOICE TOTAL \$4,864.50  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 A OR B BELOW.  SECTION A - CERTIFICATION PLEASE AND THAT THE PURCHASE IS FAIR AND REASONABLE. EXAMPLES INCLUDE: PROFESSIONAL MARKET EXPERIENCE, MARKET TREND, PREVIOUS PURCHASES, LESS THAN 92,800 ARE AND REASONABLE. EXAMPLES INCLUDE: PROFESSIONAL MARKET EXPERIENCE, MARKET TREND, PREVIOUS PURCHASE, CATALOR PRICE AS FAIR AND REASONABLE. EXAMPLES INCLUDE: PROFESSIONAL MARKET EXPERIENCE, MARKET TREND, PREVIOUS PURCHASE, CATALOR PRICE AS FAIR AND REASONABLE. MY REASONS INCLUDE:  SECTION B - OTHER  Block Redevelopment Construction Drawings 100%  SECTION C - QUOTES  1 7 7 2019  3 RECEIVED BY FINANCE: 17 7 2019  RECEIVED BY FINANCE: 17 7 201	RI			INCY			
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PLEASE ANNOTATE BELOW HOW YOU DETERMINED THAT THE PRICE IS FAIR AND RESONABLE; 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  Block Redevelopment Construction Drawings 100%  SECTION C - QUOTES  VENDOR  PRICE QUOTED  COMMENT / RANKING  1  2  3  RECEIVED BY FINANCE: ENTERED IN FMS / ADG:	SECTION A - CERTIFICATION						
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Invoice

## HARVARD • JOLLY ARCHITECTURE

July 5, 2019

Project No:

18042.03

Invoice No:

36314

Riviera Beach Community Redevelopment Agency

Attn: Scott Evans 2001 Broadway Suite 300

Riviera Beach, FL 33404

**Project** 

18042.03

**RBCRA - Broadway Beautification Project** 

Professional Services from June 1, 2019 to June 30, 2019

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Construction Documents	48,645.00	100.00	48,645.00	43,780.50	4,864.50
Bidding / Negotiation	4,864.50	0.00	0.00	0.00	0.00
Construction Administration	43,780.50	0.00	0.00	0.00	0.00
Additional Services	6,820.00	100.00	6,820.00	6,820.00	0.00
Total Fee	104,110.00		55,465.00	50,600.50	4,864.50

Total Fee

4,864.50

**Total this Invoice** 

\$4,864.50

**Billings to Date** 

	Current	Prior	Total
Fee	4,864.50	50,600.50	55,465.00
Totals	4,864.50	50,600.50	55,465.00

**Project Manager** 

Michael Hewes

Supervisor

Rene Tercilla