



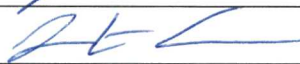



Riviera Beach CRA Payment Authorization Checklist

Vendor Name: **REG ARCHITECTS** _____

Control No.: 2019-04 Invoice No.: 19015.1

Invoice Date: **JULY 12, 2019** Payment Amount: **\$7,087.50**

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?	
<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.	
<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: 7/17/2019

Approving Authority

✓ Payment approved by the Board of Commissioners by:
Motion No. 2019-04 or the Consent Agenda, at its meeting on
4-24-19. (If applicable)

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

TODAYS DATE: 7/15/2019
 VENDOR NAME: REG ARCHITECTS
 VENDOR #: 13219
 INVOICE #: 1905.1
 INVOICE DATE: 7/12/2019
 PO #: _____

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

FUND ACCOUNT NUMBER	DESCRIPTION	JOB	AMOUNT
81150101-562000 <i>832-</i>	Architectual & Engineering services		\$ 7,087.50
INVOICE TOTAL			\$7,087.50

COMMENTS: Resolution No _____ 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:

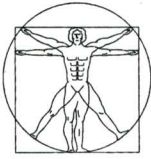
SECTION B - OTHER conceptual phase I

SECTION C - QUOTES

VENDOR	PRICE QUOTED	COMMENT / RANKING
1		
2		
3		

RECEIVED BY FINANCE: _____
 ENTERED IN FMS / ADG: JUL 17 2019
 DATE MAILED: _____

#1990 / #



REG ARCHITECTS INC
 300 Clematis Street
 3rd Floor
 West Palm Beach, FL, 33401

Invoice

Date	Invoice #
7/12/2019	19015.1

Bill To
Riviera Beach CRA Scott Evans 2001 Broadway, Ste.300 Riviera Beach, FL, 33404

Total Contract
\$ 246,250.00

Purchase Order ...	Project Name	Terms	Due Date
	2600 Broadway	Due on recpt	7/12/2019

Contract Amt	Prior Amt	Description/Task	Prior %	Curr %	Total %	Fee Earned
		REG PROJECT # 19015 2600 BROADWAY				
		Task I. Architectural & Engineering Services				
22,500.00		A. Conceptual Phase		30.00%	30.00%	6,750.00
4,500.00		B. CRA Board/Community Workshops		0.00%	0.00%	0.00
29,250.00		C. Schematic Design		0.00%	0.00%	0.00
45,000.00		D. Design Development Phase		0.00%	0.00%	0.00
78,750.00		E. Construction Document Phase		0.00%	0.00%	0.00
11,250.00		F. Bidding & Permitting Assistance Phase		0.00%	0.00%	0.00
33,750.00		G Construction Administration		0.00%	0.00%	0.00
225,000.00		Subtotal		3.00%	3.00%	6,750.00
10,000.00		Ken Stapleton "Safe Designs" Consulting		0.00%	0.00%	0.00
11,250.00		Reimbursable: as agreed per the Contract. NTE		3.00%	3.00%	337.50

Total						\$7,087.50	
Prepared by:						Balance Due	\$7,087.50
Checked by:							

Phone #	Fax #	E-mail	Web Site
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