

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


TODAYS DATE: 11/7/2019
 VENDOR NAME: Brightview Landscape Services
 VENDOR #: 12459
 INVOICE #: 6582496
 INVOICE DATE: 10/30/2019
 PO #: _____

X

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

FUND ACCOUNT NUMBER	DESCRIPTION	JOB	AMOUNT
81150103-534000	Repair broken sprinllers, & decorder		\$ 593.00
INVOICE TOTAL			\$593.00

COMMENTS: _____

APPROVED BY: *Bob McLean*


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: _____

DATE MAILED: _____






**Riviera Beach CRA
Payment Authorization Checklist**

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

Control No.: **RES 2019-07** _____ Invoice No.: 658 2496

Invoice Date: 10/30/19 Payment Amount: \$ 593[—]

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

	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 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: _____

Approving Authority


11/7/19

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



INVOICE

RECEIVED

NOV 04 2019

RIVIERA BEACH COMMUNITY
REDEVELOPMENT AGENCY

Sold To: 19941880
Riviera Beach CRA
2001 Broadway Ste 300
Riviera Beach FL 33404

Customer #: 19941880
Invoice #: 6582496
Invoice Date: 10/30/2019
Sales Order: 7064962
Cust PO #:

Project Name: Riviera Marina October irrigation

Project Description: Irrigation repairs needed from October's wet check

Job Number	Description	Qty	UM	Unit Price	Amount
353000208	Riviera Beach Marina Village Broken 6" sprinklers	3.000	EA	31.00	93.00
	Replace Decoder's at station #	2.000	EA	250.00	500.00
				Total Invoice Amount	593.00
				Taxable Amount	
				Tax Amount	
				Balance Due	593.00

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 #: 6582496
Invoice Date: 10/30/2019

Amount Due: \$ 593.00

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