Riviera Beach CRA Payment Authorization Checklist

Vendor Name: MS FACTOR	
Control No.: Kes 2019 - 02 Invoice No.: 07	20
Invoice Date: 8/4/20 Payment Amoun	t: \$9,790.00
Project Supervisor/Responsible Official: ANNETTA JENKINS	
	Reviewed/Approved by
Project "scope of work and deliverables" reviewed?	A
☑ Payment support documentation appropriate based on work scope?	#
☑ Deliverables due with this invoice have been received?	K)
☐ If final payment, have all deliverables been received?	J
☑ 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.	A
☑ The nature of work being performed is within the scope of the CRA plan.	
☐ Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	
The invoice and supporting documentation have been revie payment. _VENDOR #12374	* *
Payment approved by the Board of Commissioners 2019-02 or the Consent Agenda, at its meeting (If applicable)	

RIVIER	A BEACH COMMUNITY REDEVELOPMENT A	GENCY	
×	PAYMENT REQUISITION FORM	-	_
TODAYS DATE:	8/17/2020		ВСР
VENDOR NAME:	THE MS FACTOR LLC		C & S
VENDOR #:	12374		CDE
INVOICE #:	720	Х	CRA
INVOICE DATE:	8/4/2020		MEC
PO #:			MV
COMPLETED BY:	SDESIR		RBEC,LLC
FUND ACCOUNT NUMBER	DESCRIPTION	JOB	AMOUNT
81150101-548000	RETAINER- JULY		\$ 6,150.00
	FB/INSTAGRAM ADVERTISING		\$ 140.00
	BUSINESS SPOTLIGHT		\$ 2,500.00
	BUSINESS SPOTLIGHT		\$ 1,000.00
	INVC	DICE TOTAL	\$9,790.00
	Hanh		
	\$2,500 REQUIRES THAT THE PURC <mark>H</mark> ASE PRICE IS "FAIR AND REASONABLE." IF ON C AND SUBMIT QUOTES WITH INVOICE. IF UNDER \$2500 PLEASE COMPLET		
MARKET TREND, PREVIOUS PURCHASE, C	TERMINED THAT THE PRICE IS FAIR AND RESONABLE; EXAMPLES INCLUDE: PROI ATALOG PRICE, ADVERTISING PUBLICATIONS, ETC. AIR AND REASONABLE. MY REASONS INCLUDE:	FESSIONAL MARKET EX	KPERIENCE,
SECTION B - OTHER	(************************************		
SECTION C - QUOTES			
VENDOR	PRICE QUOTED CO	OMMENT / RANKING	
1			
2			
3			
RECEIVED BY FINANCE:			
ENTERED IN TYLER:			
DATE MAILED:			

The MS Factor, LLC 1804 N. Dixie Highway, Suite B West Palm Beach, FL 33407 +1 5615886336

Invoice RBCRA-0720



BILL TO Riviera Beach CRA

DATE 08/04/2020 \$9,790.00

DUE DATE 09/03/2020

DESCRIPTION	QTY	RATE	AMOUNT
Monthly Retainer - July	1	6,150.00	6,150.00
FB/Instagram Advertising - two campaigns	2	70.00	140.00
Business Spotlight over the Air - July	1	2,500.00	2,500.00
Business Spotlight Digital - July	1	1,000.00	1,000.00
Ryan Williams Agency and The Merchant Stra	ategy have merged		
to form The MS Factor		TOTAL DUE	\$9,790.00

THANK YOU.

INVOICE



Hubbard Radio West Palm Beach LLC 701 Northpoint Parkway Suite 500 West Palm Beach, FL 33407

Main: (561) 616-4777

Billing:

https://simplepay.basyspro.net/star

Billing Address:

The MS Factor Attention: AP MS Factor 1804 N Dixie Hwy Suite B West Palm Beach, FL 33407

Send Payment To:

Hubbard Radio West Palm Beach LLC PO BOX 645703 Cincinnati, OH 45264-5703 Spots 100% simulcast on stream

Property	WMBX-FM						
Invoice #	388959-6	Order#	388959				
Invoice Date	08/02/20	Alt Order #					
Invoice Month	August 2020	Deal #					
Invoice Period	07/27/20 - 07/31/20	Flight Dates	11/04/19 - 08/02/20				
Advertiser	Riviera Beach CRA	(A)	31920001300000				
Product	Community Spot Lig	ht					
Estimate #							
	Account Executive	Robyn Beriro					
	Sales Office	Local-West F	-West Palm Beach				
	Sales Region	Local					
	Agency Code						
	Advertiser Code						
	Billing Calendar	Broadcast					
	Billing Type	Cash					
	Special Handling						
	Agency Ref						
	Advertiser Ref						
	Product 1	1					

Product 2

ine Start	Date E	End Da	ate Desc	cription	i,	s	tart/End Time	MTWTFSS	Length	Spots/ Week	Rate	Туре		
1 11/0	4/19 (8/02/2	20 Mo-F	r 6a-1	0a	6	a-10a	MTWTF	:30	10	\$50.00	NM		
Week		art Da //27/20			MTWTF:		Spots/Week 10	Rate \$50.00						
Spots: #	Ch	Day	Air Date	Air T	ime De	escription		Start/End Time	Leng	th Ad-ID			Rate	Type
293	WMBX	M	07/27/20	6:27	AM Mo	o-Fr 6a-1	0a	6a-10a	:3	0 cra pura	ı vida		\$50.00	
296	WMBX	М	07/27/20	9:16	AM Mo	o-Fr 6a-1	0a	6a-10a	:3	0 cra pura	ı vida		\$50.00	
299	WMBX	Tu	07/28/20	7:10	AM Ma	o-Fr 6a-1	0a	6a-10a	:3	0 cra pura	ı vida		\$50.00	
291	WMBX	Tu	07/28/20	9:43	AM Mo	o-Fr 6a-10)a	6a-10a	:3	O cra pura	vida		\$50.00	
300	WMBX	W	07/29/20	6:56	AM Mo	o-Fr 6a-10	Da	6a-10a	:3	O cra pura	vida		\$50.00	
294	WMBX	W	07/29/20	8:14	AM Mo	o-Fr 6a-10	Оа	6a-10a	:3	O cra pura	vida		\$50.00	79,435.6
298	WMBX	Th	07/30/20	7:26	AM Mo	o-Fr 6a-10	Оа	6a-10a	:3	O cra pura	vida		\$50.00	
295	WMBX	Th	07/30/20	8:42	AM Mo	o-Fr 6a-10	Оа	6a-10a	:3	O cra pura	vida		\$50.00	
297	WMBX	F	07/31/20	7:54	AM Mo	o-Fr 6a-10)a	6a-10a	:3	O cra pura	vida		\$50.00	
292	WMBX	F	07/31/20	9:57	AM Mo	o-Fr 6a-10	Оа	6a-10a	:3	O cra pura	vida		\$50.00	Crosostric
								Total Spots	•	10				

 Gross Total
 \$500.00

 Agency Commission
 \$75.00

 Net Amount Due
 \$425.00

Invoice Balance as of 08/03/20 10:31:41 AM ET \$425.00

INVOICE

Send Payment To:



Hubbard Radio West Palm Beach LLC PO BOX 645703 Cincinnati, OH 45264-5703 Spots 100% simulcast on stream

Invoice #	388959-5	Invoice Month	July 2020
Invoice Date	07/26/20	Invoice Period	06/29/20 - 07/26/20
Advertiser	Riviera Beach CRA (A)		
Product	Community Spot Light		,
Estimate #			

https://simplepay.basyspro.net/star

									Spots/				
Line Start	Date	End Da	ite Desc	ription	Star	t/End Time	MTWTFSS	Length	Week	Rate	Туре		
1 11/04	1/19	08/02/2	.0 Mo-F	r 6a-10a	6a-1	0a	MTWTF	:30	10	\$50.00	NM		
Spots: #	Ch	Day	Air Date	Air Time	Description		Start/End Time	Lengt	h Ad-ID			Rate	Туре
277	WMB:	X Tu	07/14/20	8:13 AM	Mo-Fr 6a-10a		6a-10a	:3	O CRA nail	bar		\$50.00	NM
274	WMB.	x w	07/15/20	7:13 AM	Mo-Fr 6a-10a		6a-10a	:3	O CRA nail	bar		\$50.00	NM
278	WMB:	x w	07/15/20	9:57 AM	Mo-Fr 6a-10a		6a-10a	:3	O CRA nail	bar		\$50.00	NM
271	WMB.	X Th	07/16/20	8:14 AM	Mo-Fr 6a-10a		6a-10a	:3	O CRA nail	bar		\$50.00	NM
279	WMB:	X Th	07/16/20	8:54 AM	Mo-Fr 6a-10a		6a-10a	:3	O CRA nail	bar		\$50.00	NM
275	WMB:	X F	07/17/20	7:10 AM	Mo-Fr 6a-10a		6a-10a	:3	O CRA nail	bar		\$50.00	NM
280	WMB:	X F	07/17/20	8:42 AM	Mo-Fr 6a-10a		6a-10a	:3	O CRA nail	bar		\$50.00	NM
Week		Start Dat 17/20/20				oots/Week 10	Rate \$50.00						
Spots: #	Ch	Day	Air Date	Air Time	Description		Start/End Time	Lengt	h Ad-ID			Rate	Туре
286	WMB:	X M	07/20/20	6:27 AM	Mo-Fr 6a-10a		6a-10a	:3	O CRA nail	bar		\$50.00	NM
282	WMB:	X M	07/20/20	9:57 AM	Mo-Fr 6a-10a		6a-10a	:3	O CRA nail	bar		\$50.00	NM
285	WMB:		07/21/20 MG 1.301		Mo-Fr 6a-10a		6a-10a	:0	0			\$50.00	NM
287	WMB:	X Tu	07/21/20	8:15 AM	Mo-Fr 6a-10a		6a-10a	:3	O CRA nail	bar		\$50.00	NM
288	WMB:	X W	07/22/20	7:54 AM	Mo-Fr 6a-10a		6a-10a	:3	O CRA nail	bar		\$50.00	NM
281	WMB:	X W	07/22/20	8:43 AM	Mo-Fr 6a-10a		6a-10a	:3	O CRA nail	bar		\$50.00	NM
284	WMB:	X Th	07/23/20	6:56 AM	Mo-Fr 6a-10a		6a-10a	:3	O CRA nail	bar		\$50.00	NM
290	WMB:	X Th	07/23/20	8:15 AM	Mo-Fr 6a-10a		6a-10a	:3	O CRA nail	bar		\$50.00	NM
289	WMB:	X F	07/24/20	7:26 AM	Mo-Fr 6a-10a		6a-10a	:3	O CRA nail	bar		\$50.00	NM
283	WMB:	X F	07/24/20	8:56 AM	Mo-Fr 6a-10a		6a-10a	:3	O CRA nail	bar		\$50.00	NM
301	WMB		07/24/20 or 1.285 07/		Mo-Fr 6a-10a		6a-10a	:3	O CRA nail	bar		\$50.00	NM

Total Spots 40

Payment Terms 30 Days

Gross Total \$2,000.00

Agency Commission \$300.00

Net Amount Due \$1,700.00

Invoice Balance as of 07/27/20 9:45:18 AM ET \$1,700.00

INVOICE



Hubbard Radio West Palm Beach LLC 701 Northpoint Parkway Suite 500 West Palm Beach, FL 33407 Main: (561) 616-4777

Billing:

https://simplepay.basyspro.net/star

Billing Address:

The MS Factor Attention: AP MS Factor 1804 N Dixie Hwy Suite B West Palm Beach, FL 33407

Send Payment To:

Hubbard Radio West Palm Beach LLC PO BOX 645703 Cincinnati, OH 45264-5703 Spots 100% simulcast on stream

Property	WMBX-FM						
Invoice #	392774-2	Order#	392774				
Invoice Date	07/26/20	Alt Order#					
Invoice Month	July 2020	Deal #					
Invoice Period	06/29/20 - 07/26/20	Flight Dates	06/01/20 - 08/30/20				
Advertiser	Riviera Beach CRA	(A)	N. III.				
Product	Community Spot Lig	ht					
Estimate #							
	Account Executive	Robyn Beriro					
	Sales Office	Local-West P					
	Sales Region	Local	ılm Beach				
	Agency Code						
	Advertiser Code						
	Billing Calendar	Broadcast					
	Billing Type	Cash					
	Special Handling						
	Agency Ref						
	Advertiser Ref		·				
	Product 1						
	Product 2						

										Spots/				
Line Start	Date	End Dat	e Des	cription	Start/End Tir	me M	ITWTFSS	Ler	ngth	Week	Rate	Type		
1 06/0	1/20	08/30/20) Mo-l	Fr 6a-10a	6a-10a	М	TWTF		:30	10	\$60.00	NM		
Week		Start Date 6/29/20	End D 07/05/			ek 10	Rate \$60.00							
Spots: #			Air Date	Air Time Des	cription		Start/End Ti	ime	Length	Ad-ID			Rate	Туре
44	WMB)		06/29/20	6:57 AM Mo-	Fr 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	NM
49	WMB	X M (06/29/20	9:15 AM Mo-	Fr 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	NM
48	WMB	X Tu (06/30/20	7:09 AM Mo-	Fr 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	NM
42	WMB	X Tu (06/30/20	8:42 AM Mo-	Fr 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	NM
50	WMB)	K W C	07/01/20	7:54 AM Mo-	Fr 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	NM
41	WMB	K W (07/01/20	9:44 AM Mo-	Fr 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	NM
45	WMB	K Th C	07/02/20	6:15 AM Mo-l	Fr 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	NM
47	WMB	C Th C	07/02/20	8:15 AM Mo-	Fr 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	NM
46	WMB	(F (07/03/20	7:43 AM Mo-l	Fr 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	-
43	WMB)	(F (07/03/20	9:44 AM Mo-I	Fr 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	
Week		tart Date 7/06/20	End D 07/12/			<u>ek</u> 10	Rate \$60.00						3,22,22	
Spots: #	Ch	Day A	Air Date	Air Time Des	cription		Start/End Ti	ime l	Length	Ad-ID			Rate	Туре
57	WMB)	C M C	07/06/20	7:09 AM Mo-I	Fr 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	NM
53	WMB>	(M C	07/06/20	8:55 AM Mo-I	Fr 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	NM
54	WMB>	(Tu C	7/07/20	6:55 AM Mo-I	Fr 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	NM
56	WMB	(Tu C	7/07/20	7:26 AM Mo-I	r 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	NM
52	WMB	< W 0	7/08/20	9:16 AM Mo-	Fr 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	
59	WMBX	(W 0	7/08/20	9:57 AM Mo-F	-r 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	
55	WMBX	(Th 0	7/09/20	7:10 AM Mo-	Fr 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	
60	WMBX	(Th 0	7/09/20	8:42 AM Mo-F	Fr 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	
51	WMBX	(F 0	7/10/20	6:27 AM Mo-F	r 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	5000000
58	WMBX	(F 0	7/10/20	9:43 AM Mo-F	r 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	
Week		tart Date 7/13/20	End D 07/19/			<u>k</u>	Rate \$60.00				- 10		T	
Spots: #	Ch	Day A	Air Date	Air Time Desc	cription		Start/End Til	me l	Length	Ad-ID			Rate	Туре
68	WMBX	(M 0	7/13/20	7:09 AM Mo-F	r 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	
64	WMBX	(M 0	7/13/20	8:54 AM Mo-F	Fr 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	
61	WMBX	Tu 0	7/14/20	7:54 AM Mo-F	r 6a-10a		6a-10a		:30	CRA nail	bar		\$60.00	1000000