RIVIERA BEACH COMMUNITY REDEVELOPMENT AGENCY
PAYMENT REQUISITION FORM

TODAYS DATE:	9/18/2020
VENDOR NAME:	REG ARCHITECTS
VENDOR #:	13219
INVOICE #:	19015.14
INVOICE DATE:	9/16/2020
PO #:	
COMPLETED BY:	Andre' Lewis

	BCP
	C & S
	CDE
	CRA
	MEC
	MV
	RBEC,LLC

FUND ACCOUNT NUMBER	DESCRIPTION	JOB	AMOUNT
81150101-562000	schematic design phase 100% & 50% CD's Complete		$ 8,794.72
	INVOICE TOTAL		$8,794.72

COMMENTS:	APPROVED BY:
	(signature)

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 RESONABLE; EXAMPLES INCLUDE: PROFESSIONAL MARKET EXPERIENCE, MARKET TREND, PREVIOUS PURCHASE, CATALOG PRICE, ADVERTISING PUBLICATIONS, ETC.

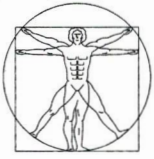I HAVE DETERMINED THAT THE PRICE IS FAIR AND REASONABLE. MY REASONS INCLUDE:

SECTION B - OTHER   2600 Build Rehab Project / Resolution No. 2019-4

SECTION C - QUOTES

VENDOR	PRICE QUOTED	COMMENT / RANKING
1		
2		
3		

RECEIVED BY FINANCE:	AN 10/7/20	
ENTERED IN TYLER:	10/7/20 B3345 10/7/20	B3345
DATE MAILED:		

REG ARCHITECTS INC

120 S. Olive Ave.
Suite 210
West Palm Beach, FL, 33401

Invoice

Date	Invoice #
9/16/2020	19015.14

Total Contract
$ 246,250.00

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

Purchase Order ...	Project Name	Terms	Due Date
	2600 Broadway	Due on recpt	9/16/2020

Contract Amt	Prior Amt	Description/Task	Prior %	Curr %	Total %	Fee Earned
		REG PROJECT # 19015 2600 BROADWAY				
		Task I. Architectural & Engineering Services				
22,500.00	22,500.00	A. Conceptual Phase	100.00%	0.00%	100.00%	0.00
4,500.00	4,500.00	B. CRA Board/Community Workshops	100.00%	0.00%	100.00%	0.00
29,250.00	27,787.50	C. Schematic Design	95.00%	5.00%	100.00%	1,462.50
45,000.00	15,750.00	D. Design Development Phase	35.00%	15.00%	50.00%	6,750.00
78,750.00	11,812.50	E. Construction Document Phase	15.00%	0.00%	15.00%	0.00
11,250.00		F. Bidding & Permitting Assistance Phase	0.00%	0.00%	0.00%	0.00
33,750.00		G Construction Administration	0.00%	0.00%	0.00%	0.00
225,000.00		Subtotal		3.65%	3.65%	8,212.50
10,000.00	4,000.00	Ken Stapleton "Safe Designs" Consulting	40.00%	0.00%	40.00%	0.00
11,250.00	3,944.71	Reimbursable: as agreed per the Contract. NTE	35.06%	5.18%	40.24%	582.22
		FINAL INVOICE				

Total	$8,794.72
Balance Due	$8,794.72

Prepared by:

Checked by:

Phone #	Fax #	E-mail	Web Site
(561) 659-2383	(561) 659-5546	mgarzon@regarchitects.com	www.regarchitects.com

Riviera Beach CRA
Payment Authorization Checklist

Vendor Name: <u>REG Architecture</u> <mark>Vendor#13219</mark>

Control No.: <u>Resolution No. 2019-4</u>   **Invoice No.:** 19015.8<mark>ACC#81150101-562000</mark>

Invoice Date: <mark>September 16, 2020</mark>   **Payment Amount:** <mark>$8,794.72</mark>

Project Supervisor/Responsible Official: <u>Andre' Lewis</u>

	Reviewed/Approved by
☐ Project "scope of work and deliverables" reviewed?	Andre' Lewis
☐ Payment support documentation appropriate based on work scope?	Andre' Lewis
☐ Deliverables due with this invoice have been received?	Andre' Lewis
☐ 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?	Andre' Lewis
☐ Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	N/A
☐ The nature of work being performed is within the scope of the CRA plan.	Andre' Lewis
☐ Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	Andre' Lewis

The invoice and supporting documentation have been reviewed and it is approved for payment.

_____   Date: ___10/6/2020_____

Approving Authority

☑ Payment approved by the Board of Commissioners by Motion No. __2019-02__ or the Consent Agenda, at its meeting on ___4-24-2019_____. (If applicable)