






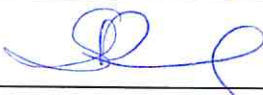

## Riviera Beach CRA Payment Authorization Checklist

Vendor Name: CONSTANT COMPUTING

Control No.: 09/23/2020 Invoice No.: 102563

Invoice Date: 9/30/20 Payment Amount: \$ 7,530.00

Project Supervisor/Responsible Official: SHERLEY DESIR

	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 checked="" 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.

\_VENDOR #12152 

Date: 11/1/2020

Payment approved by the Board of Commissioners by Motion No. 2020-21 or the Consent Agenda, at its meeting on 09/23/2020.  
(If applicable)


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

TODAYS DATE: 11/17/2020  
 VENDOR NAME: CONSTANT COMPUTING  
 VENDOR #: 12152  
 INVOICE #: 102563  
 INVOICE DATE: 9/30/2020  
 PO #:  
 COMPLETED BY: SDESIR

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

FUND ACCOUNT NUMBER	DESCRIPTION	JOB	AMOUNT
81150101-531000	IT SUPPORT CRA OFFICE		\$ 6,324.16
81150103- <sup>534000</sup> <del>546210</del>	IT SUPPORT MARINA EVENT CENTER		\$ 602.92
81150107- <sup>534000</sup> <del>546210</del>	IT SUPPORT CLEAN & SAFE		\$ 602.92
<b>INVOICE TOTAL</b>			<b>\$7,530.00</b>

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 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 PSA

**SECTION C - QUOTES**

VENDOR	PRICE QUOTED	COMMENT / RANKING
1		
2		
3		

RECEIVED BY FINANCE: [Signature] 11/19/20  
 ENTERED IN TYLER: 11/19/20 B3500 11/19/20  
 DATE MAILED:

B 3500

**Constant Computing**  
 1007 N Federal Hwy #2  
 Fort Lauderdale, FL 33304  
 (954)683-9711  
 invoices@constantcomputing.com  
 www.constantcomputing.com

# INVOICE

**BILL TO**

Riviera Beach Community  
 Redevelopment Agency  
 2001 Broadway  
 Suite 300  
 Riviera Beach, FL 33404

**INVOICE #** 102563

~~DATE 09/30/2020~~

**DUE DATE** 11/15/2020

**TERMS** Net 15

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	<b>Business Rate</b> Monitoring & Patch Management - Advanced network monitoring & inventory, patch management of physical and virtual servers, patch management of workstations, Antivirus Service - 3 sites, 11 Servers, 22 Workstations (up to 35 A/V Devices)	1	1,550.00	1,550.00
	<b>Business Rate</b> User Support – Troubleshoot/resolve user issues, troubleshoot/resolve application issues, install software, manage printers, instruct on usage, troubleshoot/resolve PC/hardware issues, troubleshoot/resolve PC backup issues, consultation on user requests, manage user workstations.	7.25	115.00	833.75
	<b>Business Rate</b> Servers & Network – Troubleshoot/resolve server issues, troubleshoot/resolve server application issues, troubleshoot/resolve backup issues, configure services, manage server & network appliances, maintenance, evaluate & resolve errors/performance/health issues, configure server applications & network appliances.	10.25	115.00	1,178.75
	<b>Business Rate</b> Virtual CIO - Planning, evaluation, assist in vendor management, consultation, network documentation, product research, audit support.	2.75	115.00	316.25
	<b>Business Rate</b>	31.75	115.00	3,651.25

516.67

DATE

DESCRIPTION

QTY

RATE

AMOUNT

Projects & Setup – Work on projects, setup applications & hardware, install workstations, change/add servers/network appliances, migrations, manage data, modify backup/disaster recovery solutions.

BALANCE DUE

**\$7,530.00**