


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

TODAYS DATE: 4/23/2021  
 VENDOR NAME: Brightview Landscape Services  
 VENDOR #: 12459  
 INVOICE #: 7319222  
 INVOICE DATE: 4/13/2021  
 PO #:  
 COMPLETED BY: Neimah Spence

	BCP
	C & S
	CDE
	CRA
	MEC
<b>X</b>	MV
	RBEC, LLC

FUND ACCOUNT NUMBER	DESCRIPTION	JOB	AMOUNT
81150103-534000	stainless rotor replace, broken head 6' installed, replaced decoders zones		\$ 1,356.56
<b>INVOICE TOTAL</b>			<b>\$1,356.56</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**

**SECTION C - QUOTES**

VENDOR	PRICE QUOTED	COMMENT / RANKING
1		
2		
3		

RECEIVED BY FINANCE: 4/23/2021  
 ENTERED IN TYLER: 4/27/2021  
 DATE MAILED:

**B3906**

# Riviera Beach CRA Payment Authorization Checklist

Vendor Name: **BRIGHTVIEW LANDSCAPE SERVICES, INC.** \_\_\_\_\_

Control No.: **RES 2019-07** \_\_\_\_\_ Invoice No.: 7319222

Invoice Date: 4/13/2021 Payment Amount: \$ 1,356.56

Project Supervisor/Responsible Official: Neimrah Spence

	Reviewed/Approved by
<input checked="" type="checkbox"/> Project "scope of work and deliverables" reviewed?	NS
<input checked="" type="checkbox"/> Payment support documentation appropriate based on work scope?	NS
<input checked="" type="checkbox"/> Deliverables due with this invoice have been received?	NS
<input checked="" type="checkbox"/> If final payment, have all deliverables been received?	NS
<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?	NS
<input checked="" type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	NS
<input checked="" type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	NS
<input checked="" type="checkbox"/> Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	NS

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

\_\_\_\_\_  
Approving Authority

Date: 4/27/2021

\_\_\_\_\_  
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

*Red*

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

**Customer #:** 19941880  
**Invoice #:** 7319222  
**Invoice Date:** 4/13/2021  
**Sales Order:** 7484288  
**Cust PO #:**

**Project Name:** Riviera Marina April irrigation  
**Project Description:** Irrigation repairs needed from April's wet check yesterday

Job Number	Description	Qty	UM	Unit Price	Amount
353000208	Riviera Beach Marina Village Stainless Rotor replaced	1.000	EA	90.00	90.00
	Broken head 6" Installed- Pop-	3.000	EA	31.00	93.00
	Replace 5 Decoders Zones #49,2	5.000	EA	234.71	1,173.56
				<b>Total Invoice Amount</b>	<b>1,356.56</b>
				<b>Taxable Amount</b>	
				<b>Tax Amount</b>	
				<b>Balance Due</b>	<b>1,356.56</b>

RECEIVED  
 APR 16 2021  
 RIVIERA BEACH COMMUNITY  
 REDEVELOPMENT

**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 #: 7319222  
 Invoice Date: 4/13/2021

**Amount Due: \$ 1,356.56**

*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