

# Riviera Beach CRA Payment Authorization Checklist







Vendor Name: Song + Associates (Marina District South)

Control No.: 2129116 Invoice No.: 23

Invoice Date: \_\_\_\_\_ Payment Amount: \$ 38,721.30

Project Supervisor/Responsible Official: Scott Evans

BBT 2011

	Reviewed/Approved by
<input 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 ?	<u>N/A</u>
<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.	<u>N/A</u>
<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.

  
\_\_\_\_\_

Date: 3-2-16

Approving Authority

Payment approved by the Board of Commissioners by Motion No. 2015-48 or the Consent Agenda, at its meeting on 12-9-15. (If applicable)

*entered 3-2-16  
G.*

**APPLICATION AND CERTIFICATION FOR PAYMENT**

**TO OWNER:**

CRA  
2001 Broadway, Suite 300  
Riviera Beach, FL 33404

**PROJECT:**

Design and Construction Administration Services for  
Marina District South Redevelopment Project  
Phase 1

Distribution to:

<input checked="" type="checkbox"/>	OWNER
<input type="checkbox"/>	ARCHITECT
<input type="checkbox"/>	CONTRACTOR
<input checked="" type="checkbox"/>	Gilbane (CRA Marina Redevelopment Rep

23  
PERIOD TO: 2/29/2016

FROM ARCHITECT:  
Song and Associates, Inc.  
1545 Centrepark Drive No.  
West Palm Beach FL, 33401

**ARCHITECT'S APPLICATION FOR PAYMENT**

CONTRACT FOR: Design Services & Construction Administration  
Application is made for payment, as shown below, in connection with the Contract.  
Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$ 1,373,836.00
2. Net change (Contingency) \$ 531,667.60
3. CONTRACT SUM TO DATE (Line 1 + 2) \$ 1,905,503.60
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) \$ 1,803,872.47

5. RETAINAGE:
  - a. 0 % of Completed Work (Column D + E on G703) \$ 0.00
  - b. 0 % of Stored Material (Column F on G703) \$ 0.00

Total Retainage (Lines 5a + 5b or Total in Column I of G703) \$ 0.00

6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total) \$ 1,803,872.47
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$ 1,765,151.17
8. CURRENT PAYMENT DUE \$ 38,721.30
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6) \$ 101,631.13

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$458,253.60	\$0.00
Total approved this Month	\$73,414.00	\$0.00
<b>TOTALS</b>	<b>\$531,667.60</b>	<b>\$0.00</b>
NET CHANGES by Change Order	\$531,667.60	

CONTRACT DATE 4/24/2013

The undersigned CRA Marina Redevelopment Rep. certifies that to the best of the their knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Architect for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CRA Marina Redevelopment Rep.: \_\_\_\_\_ Date: \_\_\_\_\_

By: \_\_\_\_\_  
State of: FLORIDA County of: PALM BEACH  
Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2013: 16  
Notary Public: \_\_\_\_\_


My Commission expires: \_\_\_\_\_

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Architect is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 38,721.30

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)  
ARCHITECT: \_\_\_\_\_

By:  Date: 2-24-16  
This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Architect named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Program Manager under this Contract.

CONTINUATION SHEET

G702, Application and Certificate For Payment, containing Contractor's signed Certification is attached. In tabulations below, amounts are stated to the nearest dollar.

Application Number: 23 Design Services & Construction Administration  
 Application Date: 02/01/16  
 Period To: 02/29/16

A	B	C	D	E	F	G	H
Item No.	Description of work	Scheduled Value	Work Completed From Previous Application (D + E)	This period	Total Completed And Stored To Date	(F / C) %	Balance To Finish (C - F)

**Design Costs**

1001	Master Plan / Planning Phase	26,918.00	26,918.00	0.00	26,918.00	100%	0.00
1002	Programming/Space Planning & Schematic Design	350,916.00	350,916.00	0.00	350,916.00	100%	0.00
1003	Design Development Phase	336,475.00	336,475.00	0.00	336,475.00	100%	0.00
1004	Construction Document Phase	432,606.00	432,606.00	0.00	432,606.00	100%	0.00
1005	Bidding and Construction Phase	188,426.00	163,930.62	9,421.30	173,351.92	92%	15,074.08
1006	Post Occupancy Expenses	13,495.00	0.00	0.00	0.00	0%	13,495.00
1007	Design Contingency	25,000.00	4,719.55	0.00	4,719.55	19%	20,280.45
	Contract Amendment # 1	137,363.60	128,716.00	0.00	128,716.00	94%	8,647.60
	Additional Continuing Services	273,538.00	273,538.00	0.00	273,538.00	100%	0.00
	Approved Continuing Services -Amendment # 4	47,332.00	47,332.00	0.00	47,332.00	100%	0.00
	Subtotal	73,414.00	0.00	29,300.00	29,300.00	40%	44,114.00
		1,905,503.60	1,765,151.17	38,721.30	1,803,872.47	95%	101,631.13
	<b>TOTAL</b>	<b>1,905,503.60</b>	<b>1,765,151.17</b>	<b>38,721.30</b>	<b>1,803,872.47</b>	<b>95%</b>	<b>101,631.13</b>

# Invoice

To: Riviera Beach Community Redevelopment Agency  
 Bank of America Financial Center  
 2001 Broadway, Suite 300  
 Riviera Beach, FL 33404

**Project: 12055 Marina District South Redevelopment - Phase I**

Project Manager: William Quillen  
 Professional Services Through: 2/29/2016

**Billing Group: A**

Billing Fee: \$1,905,503.60

<u>Phase</u>	<u>Phase Fee</u>	<u>Percent Complete</u>	<u>Fee Earned</u>	<u>Prior Billing</u>	<u>Current Fee</u>
MASTER PLAN	26,918.00	100.00	26,918.00	26,918.00	0.00
PROGRAMMING/SCHEMATIC DESIGN	350,916.00	100.00	350,916.00	350,916.00	0.00
DESIGN DEVELOPMENT	336,475.00	100.00	336,475.00	336,475.00	0.00
CONSTRUCTION DOCUMENTS	432,606.00	100.00	432,606.00	432,606.00	0.00
BID/CONSTRUCTION ADMINISTRATION	188,426.00	92.00	173,351.92	163,930.62	9,421.30
POST OCCUPANCY	13,495.00	0.00	0.00	0.00	0.00
REIMBURSABLES	25,000.00	18.88	4,719.55	4,719.55	0.00
DESIGN CONTINGENCY	137,383.60	93.69	128,716.00	128,716.00	0.00
CONTRACT AMENDMENT #1	273,538.00	100.00	273,538.00	273,538.00	0.00
AMENDMENT # 4	73,414.00	39.91	29,300.00	0.00	29,300.00
ADDITIONAL CONTINUING SERVICES	47,332.00	100.00	47,332.00	47,332.00	0.00
	<u>1,905,503.60</u>		<u>1,803,872.47</u>	<u>1,765,151.17</u>	<u>\$38,721.30</u>

Billing Group Subtotal: 38,721.30

**Project Totals:**

**\*\*\* Total Project Invoice Amount: \$38,721.30**