

# Riviera Beach CRA Payment Authorization Checklist

Vendor Name: Song + Associates, Inc.  
 Control No.: Res 2015-05 Invoice No.: 7  
 Invoice Date: 3/20/2016 Payment Amount: \$ 3,680.00  
 Project Supervisor/Responsible Official: Scott Evans + Ametta Jenkins

RBH - Final Ch + Design Invoice

	Reviewed/Approved by
<input checked="" type="checkbox"/> Project "scope of work and deliverables" reviewed ?	<u>AF 5/3/16</u>
<input checked="" type="checkbox"/> Payment support documentation appropriate based on work scope ?	<u>AF [Signature]</u>
<input checked="" type="checkbox"/> Deliverables due with this invoice have been received ?	<u>AF [Signature]</u>
<input checked="" type="checkbox"/> If final payment, have all deliverables been received ?	<u>AF [Signature]</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 ?	<u>AF [Signature]</u>
<input type="checkbox"/> Expense reimbursement amounts meet Agency guidelines or amounts approved by the agreement.	<u>NA</u>
<input checked="" type="checkbox"/> The nature of work being performed is within the scope of the CRA plan.	<u>AF [Signature]</u>
<input checked="" type="checkbox"/> Funds for payment have been budgeted and are available from the appropriate source(s) for payment.	<u>AF [Signature]</u>

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

[Signature]  
 Approving Authority

Date: 5-12-16

☐ Payment approved by the Board of Commissioners by Motion No. 2015-5 or the Consent Agenda, at its meeting on Jan 14, 2015. (If applicable)

MAILED  
 MAY - 6 2016  
[Signature]

PROCESSED  
 MAY - 6 2016  
[Signature]

entered 5-6-16



# Song + Associates, Inc.

Architecture • Planning • Interior Design

AA0003165 / IB0001095

Invoice Number: 7

Sunday, March 20, 2016

## Invoice

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

**Project: 12052** **Riviera Beach Heights Revitalization Stage I**

Professional Services Through: 3/31/2016

**Billing Group: A** **Sidewalk Replacement, Pedestrian Trail, & Public Park & Garden**

*Design approximately 8,873 square yards of new sidewalk throughout the neighborhood.*

*Design Pedestrian Trail on Avenue L from 6th to 8th Streets (MLK).*

*Design Public Park and Garden on Avenue K and 10th Streets.*

Billing Fee: \$106,800.00

<u>Phase</u>	<u>Phase Fee</u>	<u>Percent Complete</u>	<u>Fee Earned</u>	<u>Prior Billing</u>	<u>Current Fee</u>
DESIGN DEVELOPMENT	20,000.00	100.00	20,000.00	20,000.00	0.00
50% CONSTRUCTION DOCUMENTS	25,000.00	100.00	25,000.00	25,000.00	0.00
100% CONSTRUCTION DOCUMENTS	20,000.00	100.00	20,000.00	20,000.00	0.00
BIDDING & NEGOTIATION	5,000.00	100.00	5,000.00	5,000.00	0.00
CONSTRUCTION ADMINISTRATION	20,000.00	100.00	20,000.00	18,000.00	2,000.00
AMENDMENT # 1 - RESTROOM & STORAGE	16,800.00	100.00	16,800.00	15,120.00	1,680.00
	106,800.00		106,800.00	103,120.00	\$3,680.00

Billing Group Subtotal: 3,680.00

### **Project Totals:**

**\*\*\* Total Project Invoice Amount:**

**\$3,680.00**

#### Aged Receivables:

<u>Current</u>	<u>31-60 Days</u>	<u>61-90 Days</u>	<u>91-120 Days</u>	<u>&gt; 120 Days</u>
\$3,680.00	\$0.00	\$4,680.00	\$0.00	\$ .00