

Riviera Beach CRA Payment Authorization Checklist

Vendor Name: Constant Computing
 Control No.: Res. No. 2016-10 Invoice No.: 100870
 Invoice Date: 8/31/16 Payment Amount: \$ 2,386.25
 Project Supervisor/Responsible Official: Darlene Hatcher

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

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


 Approving Authority

Date: 9/12/16

Payment approved by the Board of Commissioners by Motion No. 2016-10 or the Consent Agenda, at its meeting on 6-8-16. (If applicable)

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 (954)683-9711
 invoices@constantcomputing.com
 www.constantcomputing.com

INVOICE

BILL TO
 Riviera Beach CRA Event
 Center

INVOICE # 100870
DATE 08/31/2016
DUE DATE 09/15/2016
TERMS Net 15

DATE	ACTIVITY	QTY	RATE	AMOUNT
08/02/2016	Business Rate Remote support, troubleshoot/resolve user issues, coordinate with third party vendors, consultation.	0.50	115.00	57.50
08/03/2016	Business Rate Remote support, coordinate with third party vendors, consultation.	0.50	115.00	57.50
08/04/2016	Business Rate Remote support, coordinate with third part vendors.	0.25	115.00	28.75
08/05/2016	Business Rate Troubleshoot/resolve user issues, coordinate, install apps.	1	115.00	115.00
08/09/2016	Business Rate Remote support, coordinate with third party support, install EP database, update EC software on server and workstation.	1.25	115.00	143.75
08/11/2016	Business Rate Troubleshoot/resolve user issues, setup email on phones, forward phone calls, manage user accounts/mailboxes, consultation.	2	115.00	230.00
08/17/2016	Business Rate Remote support, troubleshoot/resolve user issues, setup user profile, map network drives, install printer, customize PC, install server backup role, setup/configure local backups, initiate backup, verify results.	1.50	115.00	172.50
08/18/2016	Business Rate Remote support, research product requirements, coordinate with third party support.	0.25	115.00	28.75

DATE	ACTIVITY	QTY	RATE	AMOUNT
08/22/2016	Business Rate Remote support, troubleshoot/resolve user issues, configure server settings.	0.50	115.00	57.50
08/22/2016	Business Rate Uninstall outdated AV on servers, install updated AV app to servers, verify BIOS revision.	1:15	115.00	143.75
08/23/2016	Business Rate Uninstall outdated AV on workstations, install updated AV app to workstation, upgrade/verify BIOS revision.	0:45	115.00	86.25
08/26/2016	Business Rate Download Windows 10 ISO, create 2 virtual workstations, configure VM settings, install Windows to 2 VM's, perform all updates/seturity patches/fixes, join VM's to domain, configure OS settings, configure network settings, install apps, install remote access, install AV, test connectivity.	4:15	115.00	488.75
08/27/2016	Business Rate Remote support, consultation, coordinate on projects.	0.25	115.00	28.75
08/28/2016	Business Rate Reconcile all online workstation alerts, install and configure monitoring agent, configured AV monitoring tasks, rescanned for new errors.	0:45	115.00	86.25
08/28/2016	Business Rate Reconcile all online workstation alerts, install and configure monitoring agent, configured AV monitoring tasks, rescanned for new errors.	1:00	115.00	115.00
08/29/2016	Business Rate Fixed Intrusion prevention settings that were causing 1 way traffic from EC to main office and CS Created new VPN between EC and CS and verified ping by IP and DNS from all sites to each other	2:00	115.00	230.00
08/30/2016	Business Rate Created backup configuration and firmware of UTM device, download updated firmware, update UTM firmware, test/verify results.	0:45	115.00	86.25
08/31/2016	Monitoring Advanced Network Monitoring & Inventory	1	115.00	115.00
08/31/2016	Patch Management Remote support, install updates/security patches/fixes to physical and virtual servers.	1	115.00	115.00

BALANCE DUE

\$2,386.25