

Meeting Date: December 21, 2010      ☒ Consent      ☐ Regular  
    ☐ Workshop      ☐ Public Hearing

Submitted By:      Engineering and Public Works  
 Submitted For:      County Engineer

**Motion and Title:** Staff recommends motion to approve: An amendment to the Reimbursement Agreement R2008-1599 with the City of Delray Beach (City) approved on September 23, 2008 to reimburse the City an amount not to exceed \$100,000 from the Transportation Improvement Fund Reserves District 7 for the installation of street lights on Martin Luther King Jr. Drive from NW 4<sup>th</sup> Avenue to NW 5<sup>th</sup> Avenue – District 7.

**SUMMARY:** Approval of this amended Reimbursement Agreement with the City will extend the completion date for installation of the street lights from December 31, 2010 to December 31, 2011.

**Background and Justification:** The City awarded the street lighting installation contract for Martin Luther King Jr. Drive from NW 4<sup>th</sup> Avenue NW 5<sup>th</sup> Avenue in August 2010, which does not allow sufficient time to complete the improvements. Therefore, the City wishes to amend the September 23, 2008 Reimbursement Agreement R2008-1599, by extending the completion date from December 31, 2010 to December 31, 2011. The District 7 Commissioner believes this will serve the public's best interest.

1. Location Map
2. Amendment
3. Agreement w/Exhibit "A" R2008-1599

Recommended by *[Signature]* *12/2/10*  
Division Director Date

Approved by: S. T. Wahl 12/6/10  
County Engineer Date

## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact:

Fiscal Years	2011	2012	2013	2014	2015
Capital Expenditures	<u>\$100,000</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Operating Costs	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
External Revenues	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Program Income (County)	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
In-Kind Match (County)	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
NET FISCAL IMPACT	<u>\$100,000</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>

# ADDITIONAL FTE

POSITIONS (Cumulative) \_\_\_\_\_

Is Item Included in Current Budget? Yes X No   

Budget Acct No.: Fund 3500 Dept. 368 Unit 1289 Object 8101  
Program

### B. Recommended Sources of Funds/Summary of Fiscal Impact:

Transportation Improvement Fund  
District Improvement Program  
MLK Blvd/NW 4<sup>th</sup> Ave to NW 5<sup>th</sup> Ave - Dist 7

Funding is available and encumbered to the City of Delray.

C. Departmental Fiscal Review: Shwillhite

## III. REVIEW COMMENTS

### A. OFMB Fiscal and/or Contract Dev. and Control Comments:

[Signature] 12/8/2010  
OFMB  
SN 12/8/10  
2/2/10

[Signature] 12/9/10  
Contract Dev. and Control  
6. Jones 12/9/10

### B. Approved as to Form and Legal Sufficiency:

[Signature] 12/9/10  
Assistant County Attorney

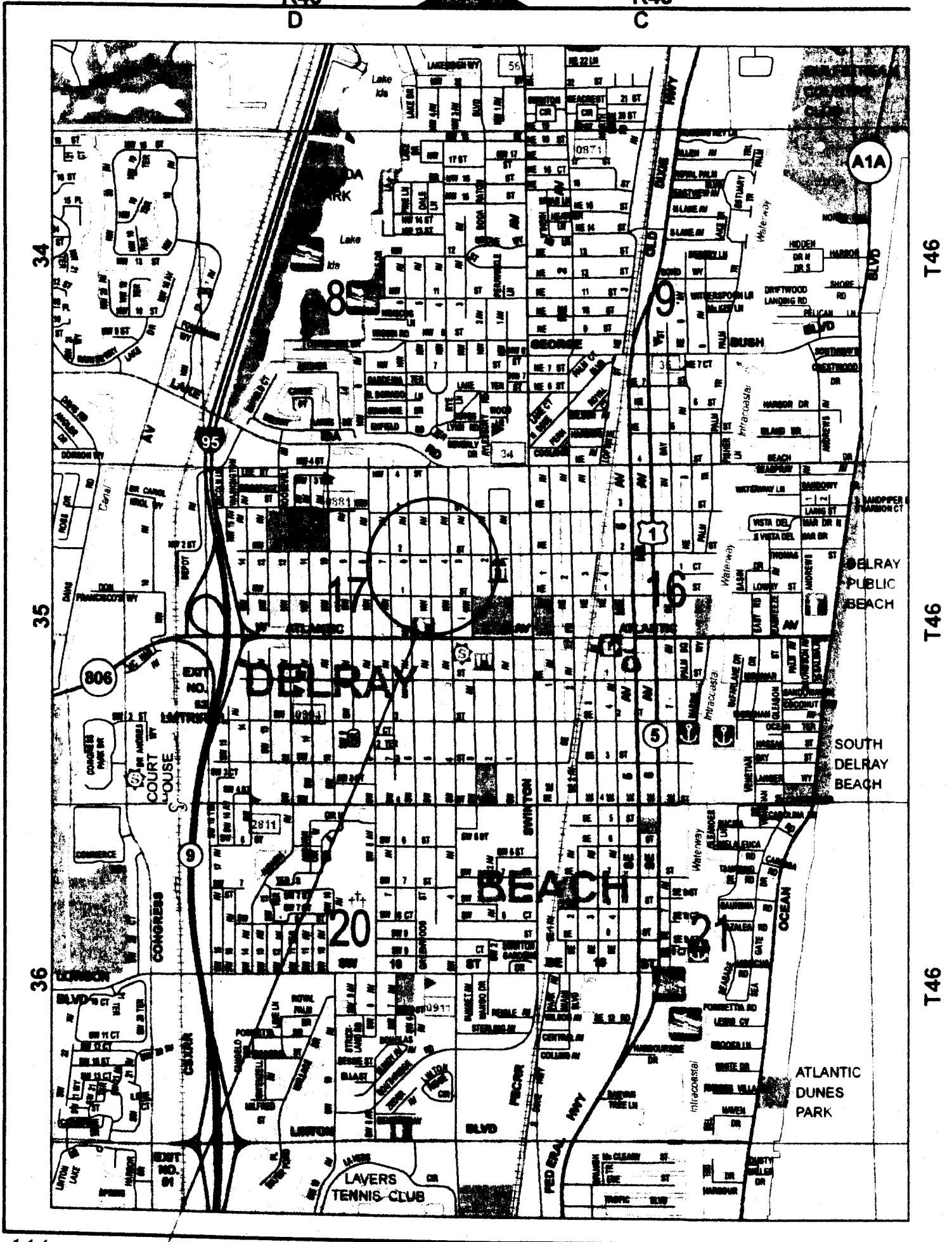
This amendment complies with our review requirements.

*This Amendment is a time extension which does not require additional funding.*

### C. Other Department Review:

\_\_\_\_\_  
Department Director

This summary is not to be used as a basis for payment.



MARTIN LUTHER KING DRIVE (NW 2<sup>ND</sup> ST)  
FROM NW 4<sup>TH</sup> AVE. TO NW 5<sup>TH</sup> AVE.

Attachment 1.

**AMENDMENT TO THE INTERLOCAL AGREEMENT  
DATED SEPTEMBER 23, 2008, WITH  
THE CITY OF DELRAY BEACH FOR DECORATIVE STREET LIGHTS ON  
MARTIN LUTHER KING JR DRIVE/ NW 2<sup>nd</sup> STREET  
FROM NW 4<sup>th</sup> AVENUE TO NW 5<sup>th</sup> AVENUE**

**THIS AMENDMENT** is made to the **INTERLOCAL AGREEMENT** (R2008-1599) entered into September 23, 2008, by and between **PALM BEACH COUNTY**, a political subdivision of the State of Florida, hereinafter referred to as "**COUNTY**" and **THE CITY OF DELRAY BEACH**, a municipal corporation of the State of Florida, hereinafter referred to as "**CITY**".

**WITNESSETH:**

**WHEREAS**, on September 23, 2008, the **COUNTY** and the **CITY** entered into Interlocal Agreement R2008-1599 to provide funds to the **CITY** for undertaking the installation of decorative street lights along Martin Luther King Jr. Drive/NW 2<sup>nd</sup> Street from NW 4<sup>th</sup> Avenue to NW 5<sup>th</sup> Avenue, within the **CITY** limits, hereinafter referred to as "**IMPROVEMENTS**"; and

**WHEREAS**, the **COUNTY** believes that the **IMPROVEMENTS** serve a public purpose by providing enhanced lighting of the **CITY** and wishes to support the project with funding for the documented costs of the **IMPROVEMENTS** in an amount not to exceed **ONE HUNDRED THOUSAND DOLLARS (\$100,000.00)**; and

**WHEREAS**, Interlocal Agreement R2008-1599 of September 23, 2008, provided for a completion date for the **IMPROVEMENTS** of December 31, 2010; and

**WHEREAS**, the completion date of the **IMPROVEMENTS** is delayed due to the street lighting contract being awarded August 18, 2010, and the notice to proceed start date of September 18, 2010, not allowing sufficient time for completion; and

**WHEREAS**, the **COUNTY** and **CITY** agree this Amendment shall relate back to the September 23, 2008 Agreement and shall continue without interruption or lapse, with its term extended to December 31, 2011.

**NOW, THEREFORE**, in consideration of mutual covenants, promises, and agreements herein contained, the parties agree as follows:

1. The Inter-local Agreement dated September 23, 2008, by and between the **COUNTY** and **CITY** is hereby amended to revise paragraph 9 and add paragraph 29 as follows:

9. The **IMPROVEMENTS** shall be completed and final invoices submitted to the **COUNTY** no later than December 31, 2011. In the event the **CITY** needs additional time to complete the **PROJECT** or invoice the **COUNTY**, the **CITY** must notify the **COUNTY** in writing by September 30, 2011 of the need for an extension of time. Failure to meet the September 30, 2011 notification date may result in expiration of this agreement and loss of **COUNTY** funding, and the **COUNTY** shall have no obligation to the **CITY** or any other entity or person for any cost incurred thereafter unless the time for completion is extended by modification of this Agreement as provided herein.

29. Palm Beach County has established the Office of the Inspector General by Ordinance R2009-049, that is authorized and empowered to review past, present, and proposed County contracts, transactions, accounts, and records. All contractors and parties doing business with the County and receiving County funds shall fully cooperate with the Inspector General allowing full and unrestricted access to records. The Inspector General has the power to subpoena witnesses, administer oaths, require the production of records, and audit, investigate, monitor, and inspect the activities of the contractor, its officers, agents, employees, and lobbyists in order to ensure compliance with contract specifications and detect corruption and fraud.

2. It is the intent of the parties hereto that this Amendment shall not become binding until the date executed by the Board of County Commissioners of Palm Beach County.
3. All other provisions of the Inter-local Agreement dated September 23, 2008, not specifically amended herein shall remain in full force and effect.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the parties have executed this Agreement and it is effective on the date first above written.

CITY OF DELRAY BEACH

PALM BEACH COUNTY, FLORIDA, BY ITS BOARD OF COUNTY COMMISSIONERS

By: [Signature]  
Mayor

By: \_\_\_\_\_  
Chair

ATTEST:

ATTEST:

SHARON R. BOCK, CLERK

By: [Signature]  
City Clerk

By: \_\_\_\_\_  
Deputy Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By: [Signature]  
City Attorney

By: \_\_\_\_\_  
Assistant County Attorney

Date: 11/17/2010

Date: \_\_\_\_\_

APPROVED AS TO TERMS AND CONDITIONS

By: [Signature]

Date: 12/1/10

M/A 7-0

<sup>S</sup>R-2008-1599

<sup>S</sup>R-2008-1599

**Meeting Date: September 23, 2008**      ☒ **Consent**      ☐ **Regular**  
☐ **Workshop**      ☐ **Public Hearing**

**Submitted By: Engineering and Public Works**  
**Submitted For: County Engineer**

## I. EXECUTIVE BRIEF

**Motion and Title: Staff recommends motion to approve:**

- A)** An Inter-Local Agreement with the City of Delray Beach (City) to reimburse up to \$100,000 for Decorative Street Lights; and
- B)** Budget Transfer of \$100,000 in the Transportation Improvement Fund from Reserve for District 7 to Martin Luther King Boulevard from NW 4<sup>th</sup> Avenue to NW 5<sup>th</sup> Avenue – District 7

**SUMMARY:** Approval of this Agreement will reimburse the City with funds from the Transportation Improvement Fund up to \$100,000 for the installation of decorative street lights on Martin Luther King Boulevard from NW 4<sup>th</sup> Avenue to NW 5<sup>th</sup> Avenue.

**District 7 (MRE)**

**Background and Justification:** The City is upgrading this roadway by installing decorative street lights and has requested assistance with funding for up to \$100,000 through District 7. The District 7 Commissioner wishes to support the installation which would serve the public's best interest.

**Attachments:**

1. Location Map
2. Authorization
3. Agreement – w/Exhibit 'A' (2)
4. Budget Transfer

Recommended by: W. J. Sullivan 8/18/08  
Division Director Date

Approved by: S. T. Webb 9/25/08  
County Engineer Date





## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact:

Fiscal Years	2008	2009	2010	2011	2012
Grant Expenditures	<u>\$100,000</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Operating Costs	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
External Revenues	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Program Income (County)	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
In-Kind Match (County)	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
NET FISCAL IMPACT	<u>\$100,000</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>

Is Item Included in Current Budget? Yes \_\_\_\_\_ No X .  
Budget Acct No.: Fund \_\_\_\_\_ Dept. \_\_\_\_\_ Unit \_\_\_\_\_ Object \_\_\_\_\_.

### B. Recommended Sources of Funds/Summary of Fiscal Impact:

Transportation Improvement Fund  
Reserve for District 7  
MLK Blvd/NW 4<sup>th</sup> Ave to NW 5<sup>th</sup> Ave - District 7

C. Departmental Fiscal Review: Aug

## III. REVIEW COMMENTS

### A. OFMB Fiscal and/or Contract Dev. and Control Comments:

atwillwhite 9-2-08  
OFMB 9/2/08 SW CN 8/22/08 8/22/08

Dr. J. August 9/4/08  
Contract Dev. and Control  
Done 9/4/08

### B. Approved as to Form and Legal Sufficiency:

Monroe R. Rattl - 9/05/08  
Assistant County Attorney

This Contract complies with our  
contract review requirements.

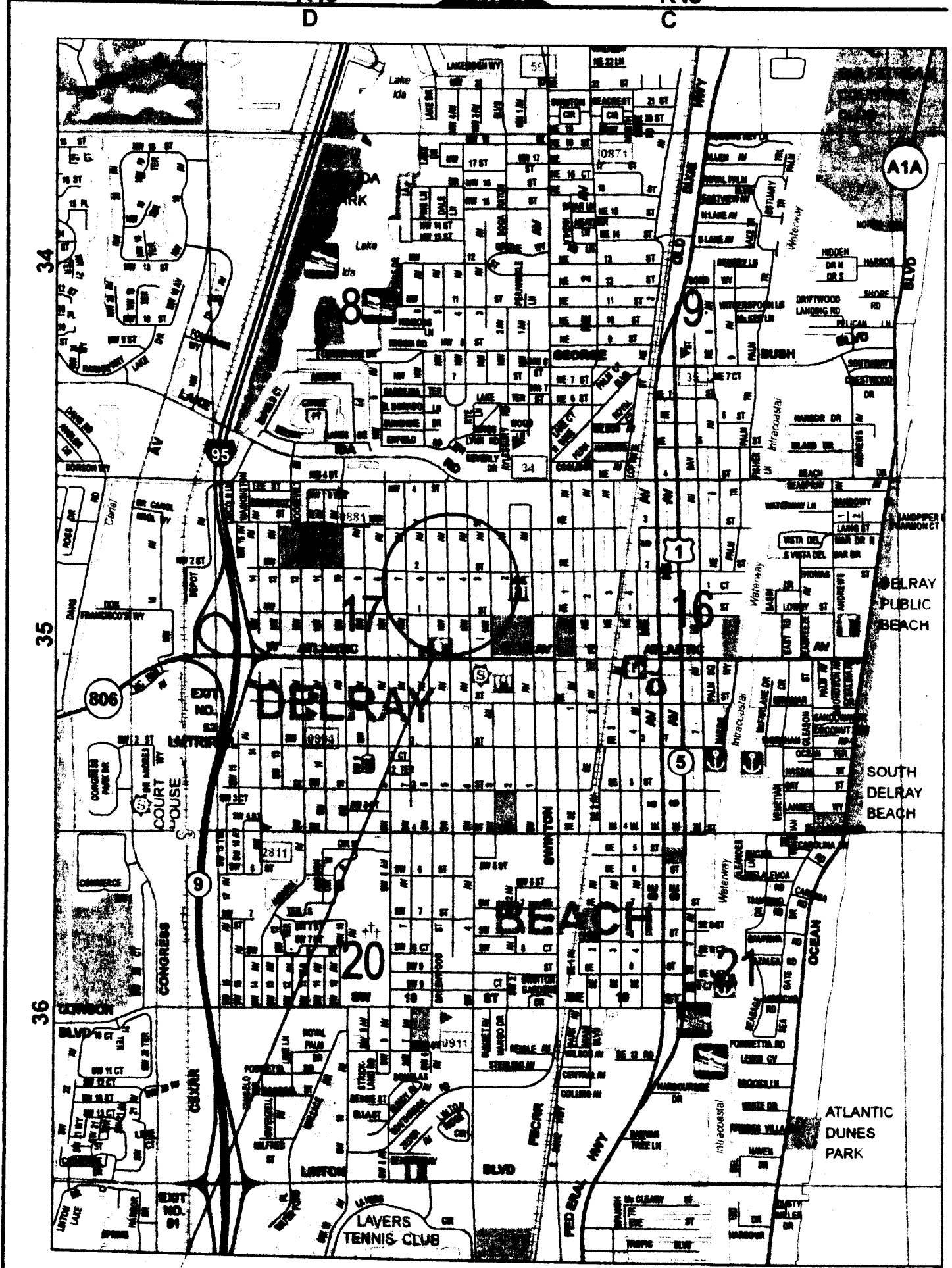
### C. Other Department Review:

\_\_\_\_\_  
Department Director

This summary is not to be used as a basis for payment.

I:\WP\AgendaPage2\Agnpgtwo2008\00407





MARTIN LUTHER KING BLVD (NW 2<sup>ND</sup> ST)  
FROM NW 4<sup>TH</sup> AVE. TO NW 5<sup>TH</sup> AVE.

**From:** Gladys Whigham  
**To:** Owen Miley  
**Date:** Thu, Feb 14, 2008 4:21 PM  
**Subject:** Fwd: FW: MLK Drive Beautification

Owen,

Commissioner Greene has committed \$100,000 towards the MLK Drive Beautification in Delray Beach. Attached is some back up material and a contact person for the City of Delray Beach who will work with the County relative to the agreement.

Thank you,

Gladys Whigham, Administrative Assistant  
Commissioner Addie L. Greene, Chairperson

**CC:** George Webb; Krejcarek, Randal

**INTERLOCAL AGREEMENT  
THE CITY OF DELRAY BEACH DECORATIVE STREET LIGHTS ON  
MARTIN LUTHER KING JR DRIVE/ NW 2<sup>ND</sup> STREET FROM  
NW 4TH AVENUE TO NW 5<sup>TH</sup> AVENUE**

**R 2008 15 99**

**SEP 23 2008**

**THIS INTERLOCAL AGREEMENT** is made and entered into this \_\_\_\_\_ day

of \_\_\_\_\_, by and between **PALM BEACH COUNTY**, a political subdivision of the State of Florida, hereinafter referred to as "**COUNTY**" and **THE CITY OF DELRAY BEACH**, a municipal corporation of the State of Florida hereinafter referred to as "**CITY**"

**WITNESSETH:**

**WHEREAS**, the **CITY** is undertaking the installation of decorative street lights along Martin Luther King Jr. Drive/NW 2<sup>ND</sup> Street from NW 4<sup>TH</sup> Avenue to NW 5<sup>th</sup> Avenue within the **CITY** limits hereinafter referred to as "**IMPROVEMENTS**"; and

**WHEREAS**, the **COUNTY** believes that the **IMPROVEMENTS** in street lighting serves a public purpose in the enhancement of the **CITY** and wishes to support the **IMPROVEMENTS** by providing supplemental reimbursement funding for the documented costs of the **IMPROVEMENTS** in an amount not to exceed **ONE HUNDRED THOUSAND DOLLARS (\$100,000.00)**; and

**WHEREAS**, after the installation of the **IMPROVEMENTS**, the **CITY** will be responsible for the all subsequent maintenance of the **IMPROVEMENTS**.

**NOW THEREFORE**, in consideration of the mutual covenants, promises, and agreements herein contained, the parties agree as follows:

1. The above recitals are true, correct and incorporated herein.
2. The **COUNTY** agrees to provide to the **CITY** reimbursement funding for documented costs of the **IMPROVEMENTS** in an amount not to **ONE HUNDRED THOUSAND DOLLARS (\$100,000.00)**.
3. The **COUNTY** agrees to reimburse the **CITY** the amount established in paragraph 2 for costs associated with the **IMPROVEMENTS**, upon the **CITY's** submission of acceptable documentation needed to substantiate its cost for the **IMPROVEMENTS**. The **COUNTY** will use its best efforts to provide said funds to the **CITY** on a reimbursement basis within forty-five (45) days of receipt of all information required in paragraph 6, below.
4. The **COUNTY's** obligation is limited to its payment obligation and shall have no obligation to any other person or entity.

5. The **CITY** agrees to assume all responsibility for design, bidding, contract preparation, and contract administration necessary for the **IMPROVEMENTS**, including payment(s) to contractor(s) pursuant to all applicable governmental laws and regulations.

6. The **CITY** will obtain or provide all labor and materials necessary for the design and installation of the **IMPROVEMENTS**. The **COUNTY** shall have the final determination of eligibility for reimbursement. The **CITY** shall furnish the Special Projects Coordinator of County's Department of Engineering and Public Works with a request for payment supported by the following:

a. A Contract Payment Request Form and a Contractual Services Purchases Schedule Form, attached hereto and incorporated herein as Exhibit "A" (pages 1 & 2), which are required for each and every reimbursement to the **CITY**. Said information shall list each invoice payable by the **CITY** and shall include the vendor invoice number, invoice date, and the amount payable by the **COUNTY**. The **CITY** shall attach a copy of each vendor invoice paid by the **CITY** along with a copy of the respective check and shall make reference thereof to the applicable item listed on the Contractual Services Purchases Schedule Form. Further, the **CITY's** Financial Officer shall also certify that each invoice listed on the Contractual Services Purchases Schedule Form was paid by the **CITY** as indicated.

7. As it relates to this Agreement, the **COUNTY** may initiate a financial systems analysis and/or an internal fiscal control evaluation of the **CITY** by an independent auditing firm employed by the **COUNTY** or by the County Internal Audit Department at any time the **COUNTY** deems necessary.

8. The **CITY** agrees to be responsible for the subsequent maintenance of the **IMPROVEMENTS** following installation. The **CITY** shall be solely responsible for obtaining and complying with all necessary permits, approvals and authorizations from any federal, state, regional, **COUNTY** or agency which are required for the **IMPROVEMENTS**.

9. The **IMPROVEMENTS** shall be completed and final invoices submitted to the **COUNTY** no later than December 31, 2010, and the **COUNTY** shall have no obligation to the **CITY** or any other entity or person for any cost incurred thereafter unless the time for completion is extended by modification of this Agreement as provided herein.

10. Each party shall be liable for its own actions and negligence and to the extent permitted by law; the **CITY** shall indemnify, defend and hold harmless the **COUNTY** against any actions, claims or damages arising out of the **CITY's** negligence in connection with this Agreement or the performance by the **CITY** as it may relate to this Agreement. The foregoing indemnification shall not constitute a waiver of sovereign immunity beyond the limits set forth in Florida Statutes, Section 786.28, nor shall the same be construed to constitute agreement by either party to indemnify the other party for such other party's negligence, willful or intentional acts or omissions.

11. The **CITY** shall, at all times during the term of this Agreement, maintain appropriate insurance.

12. As provided in F.S. 287.132-133, by entering into this Agreement or performing any work in furtherance hereof, the **CITY** certifies that its affiliates, suppliers, sub-contractors, and consultants who perform work hereunder, have not been placed on the convicted vendor list maintained by the State of Florida Department of Management Services within 36 months immediately preceding the date hereof. This notice is required by F.S. 287.133(3)(a).

13. The **CITY** shall require each contractor engaged by the **CITY** for work associated with this Agreement to maintain:

Workers' Compensation coverage in accordance with Florida Statutes, and;

- a. Workers' Compensation coverage in accordance with Florida Statutes, and;
- b. Commercial General Liability coverage, including vehicle coverage, in combined single limits of not less than ONE MILLION DOLLARS (\$1,000,000.00). The **COUNTY** shall be included in the coverage as an additional insured.
- c. A payment and performance bond for the total amount of the **IMPROVEMENTS** in accordance with Florida Statute 255.05.

14. In the event of termination, the **CITY** shall not be relieved of liability to the **COUNTY** for damages sustained by the **COUNTY** by virtue of any breach of the Agreement by the **CITY**; and the **COUNTY** may withhold any payment to the **CITY** for the purpose of set-off until such time as the exact amount of damages due the **COUNTY** is determined.

15. The **CITY's** termination of this Agreement shall result in all obligations of the **COUNTY** for funding contemplated herein to be cancelled.

16. The **COUNTY** and **CITY** agree that no person shall, on the grounds of race, color, national origin, sexual orientation, religion or creed, sex, age, or handicap be discriminated against in performance of this Agreement.

17. In the event that any section, paragraph, sentence, clause or provision hereof is held invalid by a court of competent jurisdiction, such holding shall not affect the remaining portions of this Agreement and the same shall remain in full force and effect.

18. All notices required to be given under this Agreement shall be in writing, and deemed sufficient to each party when sent by United States Mail, postage paid, to the following:

**AS TO THE COUNTY**

Engineering and Public Works Department  
Tanya N. McConnell, P.E.  
Deputy County Engineer  
P.O. Box 21229  
West Palm Beach, Florida 33416-1229

**AS TO THE CITY**

City of Delray Beach, Florida  
Randal L. Krejcarek, P.E. City Engineer  
434 South Swinton Avenue  
Delray Beach, Florida 33444  
Phone: 561-243-7322 Fax: 561-243-7314

19. This Agreement shall be construed and governed by the laws of the State of Florida. Any legal action necessary to enforce this Agreement shall be held in Palm Beach County. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every other remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power or remedy shall preclude any other or further exercise thereof.

20. Any costs or expenses (including reasonable attorney's fees) associated with the enforcement of the terms and conditions of this Agreement shall be borne by the respective parties; provided, however, that this clause pertains only to the parties to the Agreement.

21. Except as expressly permitted herein to the contrary, no modification, amendment, or alteration in the terms or conditions contained herein shall be effective



unless contained in a written document executed with the same formality and equality of dignity herewith.

22. Each party agrees to abide by all laws, orders, rules and regulations and the CITY will comply with all applicable governmental codes during the **IMPROVEMENTS**.

23. Each party shall promptly notify the other of any lawsuit-related complaint, or cause of action threatened or commenced against it which arises out of or relates, in any manner, to the performance of this Agreement.

24. The parties expressly covenant and agree that in the event any of the parties is in default of its obligations under this Agreement, the parties not in default shall provide to the defaulting party thirty (30) days written notice before exercising any of their rights.

25. The preparation of this Agreement has been a joint effort of the parties, and the resulting document shall not solely as a matter of judicial constraint, be construed more severely against one of the parties than the other.

26. This Agreement represents the entire understanding among the parties, and supercedes all other negotiations, or agreements, written or oral, relating to this Agreement.

27. The County will file a copy of this Agreement with the Clerk of the Circuit Court in and for Palm Beach County, Florida.

28. This Agreement shall take effect upon execution and the effective date shall be the date of execution.

**REMAINDER OF PAGE LEFT BLANK**

IN WITNESS WHEREOF, the parties have executed this Agreement and it is effective on the date first above written.

R2008 1599 SEP 23 2008

CITY OF DELRAY BEACH

PALM BEACH COUNTY, FLORIDA, BY ITS  
BOARD OF COUNTY COMMISSIONERS

By: Rita Ellis  
Mayor


By: Addie L. Greene  
ADDIE L. GREENE Chairperson

ATTEST:

ATTEST:

By: Janet D. God  
Acting Deputy City Clerk

By: Sharon R. Bock  
Deputy Clerk



APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

By: [Signature]  
City Attorney

By: Marlene A. [Signature]  
Assistant County Attorney

Date: \_\_\_\_\_

By: 9/05/08

APPROVED AS TO TERMS  
AND CONDITIONS

By: [Signature]

Date: 8/18/08

**PALM BEACH COUNTY  
ENGINEERING & PUBLIC WORKS DEPARTMENT  
CONTRACT PAYMENT REQUEST**

Exhibit A

\_\_\_\_\_  
(PROJECT)

Grantee \_\_\_\_\_ Request Date \_\_\_\_\_

Billing # \_\_\_\_\_ Billing Period \_\_\_\_\_

**PROJECT PAYMENT SUMMARY**

Item	Project Costs this Billing	Cumulative Project Costs	Total Project Costs
Consulting Services	_____	_____	_____
Contractual Services	_____	_____	_____
Material, Supplies, Direct Purchases	_____	_____	_____
Grantee Stock	_____	_____	_____
Equipment, Furniture	_____	_____	_____
<b>TOTAL PROJECT COSTS</b>	=====	=====	=====

Certification: I hereby certify that the above was incurred for the work identified as being accomplished in the attached progress reports.

Certification: I hereby certify that the documentation has been maintained as required to support the project expenses reported above, and is available for audit upon request.

\_\_\_\_\_  
Administrator/Date

\_\_\_\_\_  
Financial Officer/Date

**PBC USE ONLY**

County Funding Participation	\$ _____
Total Project Costs	\$ _____
Total Project Costs to Date	\$ _____
County Obligation to Date	\$ _____
County Retainage (___%)	(\$ _____)
County Funds Previously Disbursed	(\$ _____)
County Funds Due this Billing	\$ _____

Reviewed and Approved by:

\_\_\_\_\_  
PBC Project Administrator/Date

**PALM BEACH COUNTY  
ENGINEERING & PUBLIC WORKS DEPARTMENT  
CONTRACTUAL SERVICES PURCHASE SCHEDULE**

\_\_\_\_\_  
**(PROJECT)**

Grantee \_\_\_\_\_

Billing Date \_\_\_\_\_

Billing # \_\_\_\_\_

Billing Period \_\_\_\_\_

**Contractor Name**

**Contractor  
Invoice Number  
and Date**

**City Check or  
Voucher Number  
and Date**

**Project  
Amount Paid  
this Period**

**General  
Description**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TOTAL** \_\_\_\_\_

Certification: I hereby certify that the purchase noted above was used in accomplishing the project.

Certification: I hereby certify that bid tabulations, executed contract, cancelled checks, and other purchasing documentation have been maintained as required to support the costs reported above, and are available for audit upon request.

\_\_\_\_\_  
Administrator/Date

\_\_\_\_\_  
Financial Officer/Date