

CONTRACT CLOSE-OUT CHECKLIST
(To Be Prepared by the Contracts & Lease Coordinator)

DATE: September 28, 2023

TO: Finance Department

SUBJECT: Contract No. C22-3257-TDD

MANAGING DEPARTMENT: TDD

CONTRACTOR'S NAME: City of Fort Walton – Vendor # ~~001927~~ 003792

PROJECT TITLE: Heritage Park & Cultural Center Projects

The attached has met the final payment contract requirement in subject contract.

	Yes	No
1. <u>Final Invoice</u>	X	

	Yes	No	N/A
2. <u>Close-Out Documents</u>			
a. <u>Signed Release of Lien</u>			X
b. <u>Proof of Completion Advertisement</u>			X
c. <u>Certificate of Insurance</u>			X
d. <u>Consent of Surety to Final Payment</u>			X
e. <u>Proof of Performance/Payment Bond</u>			X
<u>Continuation 12 Months Following</u>			
<u>Final Payment</u>			
f. <u>Grants approval/signature</u>			X

3. Remarks

Invoice # 1 Amount \$11,826.41

Faye Douglas Digitally signed by Faye Douglas
Date: 2023.09.28 08:42:51 -05'00'

OMB DIRECTOR

DATE

\$11,826.41 paid w/ check voucher
V2400244 on 10/12/23

C22-3257-TDD
 Ven. 001927
 1410-582706

City of Fort Walton Beach

City of Fort Walton Beach

FEIN: 59-6000323

Heritage Park & Cultural Center Projects

INVOICE

Revised

Invoice No: 1

September 20, 2023

To:

Okaloosa County

RE: Tourist Development Center/Council

From:

City of Fort Walton Beach

107 Miracle Strip Pkwy

Fort Walton Beach, FL 32548

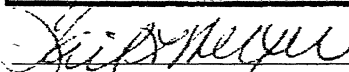
(850) 833-9595

Heritage Park and Cultural Center

Promotional Advertising and Marketing	Agreement	Previously Paid	Requesting
Brochure Printing - Conquer (*TDD 1193.50 HPCC payed 356.50. Total exceeded 1200)	\$ 1,200.00		\$ 1,193.50
Brochure Distribution - DistroData	\$ 2,400.00		\$ 2,400.00
Sandpiper Publishing/Kem In-Room Concierge	\$ 400.00		\$ 395.00
Undiscovered Florida - Worth International April Edition	\$ 1,500.00		\$ 1,500.00
Logo Based Activity Stickers Fastsigns- stickers	\$ 500.00		\$ 439.36
	\$ 6,000.00		\$ 5,927.86

Museum Exhibits and Presentations	Agreement	Previously Paid	Requesting
Store Supply 4 exhibit cases (plus shipping)	\$ 3,326.15		\$ 3,326.15
Office Depot clipboards (historic exhibit) wall mount (historic exhibit)	\$ 96.95		\$ 96.95
Lowes plywood - pirate/historic exhibit 2x4 boards - pirate/historic exhibit shipping \$20.00	\$ 558.00		\$ 558.00
Amazon wheel - pirate exhibit mat board - all exhibits swords - pirate exhibit	\$ 217.08		\$ 217.08
Uline sign holders (plus shipping)	\$ 319.77		\$ 319.77
Fastsigns map lamination - Garnier Exhibit	\$ 44.88		\$ 1,360.60
12 exhibit signs	\$ 1,211.70		
2 exhibit signs	\$ 104.02		
	\$ 5,898.55		\$ 5,898.55

City of Fort Walton Beach Heritage Park & Cultural Center	Total	\$ 11,826.41
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 Gail Lynn Meyer, Museum Manager
 City of Fort Walton Beach Heritage Park and Cultural Center

September 20, 2023