

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

DATE: September 29, 2023

TO: Finance Department

SUBJECT: Contract No. C22-3231-TDD

MANAGING DEPARTMENT: TDD

CONTRACTOR'S NAME: THE HERITAGE MUSEUM ASSOCIATION

PROJECT TITLE: EDUCATION AND ENTERTAINING THE PUBLIC

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

	Yes	No	
1. Final Invoice	X		
2. Completed Contract/Lease Payment Approval Form	X		
3. Close-Out Documents	Yes	No	N/A
a. Signed Release of Lien			X
b. Proof of Completion Advertisement			X
c. Certificate of Insurance			X
d. Consent of Surety to Final Payment			X
e. Proof of Performance/Payment Bond			X
Continuation 12 Months Following			
Final Payment			
f. Grants approval/signature			X
4. Remarks			

Faye Douglas Digitally signed by Faye Douglas
Date: 2023.09.26 12:10:19 -05'00'

OMB DIRECTOR

DATE

\$ 557.57 Paid w/ 2400097 on 10/5/23

EXHIBIT A

Heritage Museum of Northwest Florida

for expenses to be incurred 10/1/22 - 9/30/23

Expenditure Type	Description	TDT Funding	Non-TDT Funding
Promotional - Exhibits	Begin restoration of Carmichael Buggy	200	200
Promotional - Exhibits	Roof covering of the rail gun (from Eglin AFB) exhibit to complete outdoor exhibit	7,000	5,000
Promotional - Exhibits	QR Codes for all exhibits	500	100
Insurance	building, artifacts, officers, workman's compensation	\$5,100	100
		13,500	5,400

The Heritage Museum of Northwest Florida meaningfully engages the educational and entertainment needs and interests of visitors and provides a venue that houses an extensive collection of artifacts, textiles, and documents pertaining to local and regional history.

I attest this request complies with the provisions of section 125.0104 Florida Statutes and County Ordinance 2021-22, and am aware this request will be reviewed for final approval by the TDC and BOCC and is subject to available budget funds and ultimately actual TDT collections.

Barbara Palmgren
Applicant Signature

Nov 30, 2022
Date



TW Customs LLC

Taylor Woodard
Business Number
<https://www.facebook.com/TWCustoms.LLC/>
8506422990
Restoration850@gmail.com

INVOICE
INV0048

DATE
09/18/2023

DUE DATE
09/18/2023

BALANCE DUE
USD \$1,000.00

BILL TO

Heritage Museum

☐ 8509741910
shelgirl2@embarqmail.com

DESCRIPTION	RATE	QTY	AMOUNT
Transportation	\$750.00	1	\$750.00
Materials	\$250.00	1	\$250.00

Payment Info

TOTAL \$1,000.00

PAYMENT INSTRUCTIONS

Paypal: TLW850
Venmo: TLW850

BALANCE DUE USD \$1,000.00

BY CHECK

TW Customs LLC

OTHER

Cash, Check, PayPal, and Venmo Is Accepted.
3% added charge for online payments.

Thank you so much for your business and we hope to work with you again soon. Please like, share, and leave a review on our Facebook Page your support is greatly appreciated.

- TW Customs.

Due to the uncertainty of your items structural integrity, TW Customs LLC assumes no responsibility or liability for any damage sustained to your property.

THE HERITAGE MUSEUM ASSOCIATION
115 WESTVIEW AVE
VALPARAISO, FL 32580

64-60/611

8604

DATE 9/19/2023

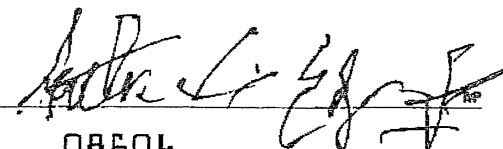
PAY TO THE ORDER OF T W Customs LLC

\$ 1,000.00

one thousand & 00/100 ----- DOLLARS

SYNOVUS
Synovus Bank, Member FDIC

MEMO inv0048/buggy transpt



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