

## CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: 09/29/2022  
Contract/Lease Control #: C21-3113-TDD  
Procurement#: NA  
Contract/Lease Type: AGREEMENT  
Award To/Lessee: EMERALD COAST SCIENCE CENTER  
Owner/Lessor: OKALOOSA COUNTY  
Effective Date: 10/01/2021  
Expiration Date: UPON FINAL PAYMENT  
Description of: TOURSIM SERVICES  
Department: TDD  
Department Monitor: ADAMS  
Monitor's Telephone #: 850-609-5385  
Monitor's FAX # or E-mail: JADAMS@MYOKALOOSA.COM

Closed: 09/29/2022

Cc: BCC RECORDS

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

**DATE:** September 13, 2022

**TO:** Finance Department

**SUBJECT:** Contract No. C21-3113-TDD

**MANAGING DEPARTMENT:** TDD

**CONTRACTOR'S NAME:** EMERALD COAST SCIENCE CENTER

**PROJECT TITLE:** TOURISM SERVICES

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
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 Continuation 12 Months Following Final Payment		X
f. Grants approval/signature		X
4. Remarks		

**Faye Douglas**

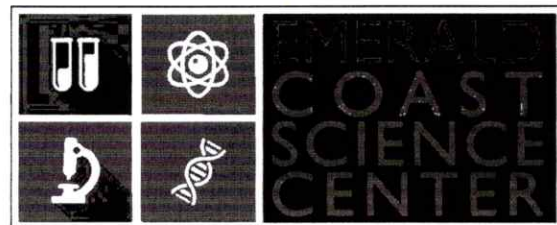
Digitally signed by Faye Douglas  
Date: 2022.09.13 15:50:17 -05'00'

OMB DIRECTOR

DATE

**Emerald Coast Science Center**  
31 Memorial Pkwy SW  
Fort Walton Beach, FL 32548  
US  
850-664-1261  
lisa@ecscience.org  
www.ecscience.org

## Invoice 1263

**BILL TO**

Okaloosa County Tourist  
Development Dep.  
Emerald Coast Convention &  
Visitors Bureau  
1540 Miracle Strip Pkwy. SE,  
Fort Walton Beach, FL 32548

DATE  
08/16/2022

PLEASE PAY  
**\$3,694.88**

DUE DATE  
09/15/2022

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	TDC Grant	Waze ad courtesy of Okaloosa TDC 8/1-8/31/2022	1	166.54	166.54
	TDC Grant	FL Trail exhibit kiosk building materials	1	256.39	256.39
	TDC Grant	Fun 4 Emerald Coast Kids online ads courtesy of Okaloosa TDC	1	500.00	500.00
	TDC Grant	TierOne Media Hwy 98 billboard courtesy of Okaloosa TDC	1	1,250.50	1,250.50
	TDC Grant	VPS ad courtesy of Okaloosa TDC 5/20-8/11/2022 3113-Contact #: C21-3113-TDD FINAL INVOICE	1	1,521.45	1,521.45

TOTAL DUE

**\$3,694.88**

THANK YOU.

# Emerald Coast Science Center Reimbursement Request

Invoice Number: Invoice 1263  
 Invoice Date: 5/13-8/31/2022  
 Invoice period: 5/13-8/31/2022  
 Contract #: C21-3113-TDD

Total TDC funds requested for this invoice: \$ 3,694.88

FINAL INVOICE

Project Description	Annual Estimated Expenditure	Invoiced Amount	TDC Funds Requested	Date Paid	Payment Method	Company Paid	Notes
Advertising	\$10,120						
		\$166.54	\$166.54	8/25/2022	Credit Card	Waze	Waze ad 8-1-8/23/2022
		\$1,521.45	\$1,521.45	5/13/2022	Credit Card	Clear Channel	VPS airport ad 5/20-8/11/2022
		\$500.00	\$500.00	8/2/2022	Credit Card	Fun 4 Emerald Coast Kids	Summer ad 8-1-8/31/22
		\$1,250.50	\$1,250.50	5/31/2022	Credit Card	TierOne Media	Billboard on HWY98 8-1-8/28/2022
FL Nature Walk Exhibit	\$9,804						
		\$256.39	\$256.39	6/20/2022	Credit Card	Lowes	Kiosk building materials for FL TRL exhibit

**Kimberly McDonald**

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**From:** Kate Fox <kate@ecscience.org>  
**Sent:** Thursday, September 1, 2022 11:33 AM  
**To:** DFWBCCFinance  
**Subject:** Final invoice for current grant year  
**Attachments:** ECSC reimbursment invoice 1263.pdf; ECSC reimbursement invoice 1263.xlsx

Hi there!

This is our final reimbursement request for the current grant year; I have noted that on both the attached invoices. Please let me know if you need anything else. Thanks so much!

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**Sincerely,**

**Kate Fox** (she/her)  
Development Coordinator  
Emerald Coast Science Center  
31 SW Memorial Parkway  
Ft. Walton Beach, FL 32548  
[www.ecscience.org](http://www.ecscience.org)

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