




October 17, 2011

MEMORANDUM

TO: District Board of Trustees
FROM: Jim Murdaugh, President 
SUBJECT: Architect Invoices

Item Description:

This item requests that the Board approve the architect invoices submitted for the month of September 2011.

Overview:

The College is under contract with four architectural firms. The firm of Clemons Rutherford and Associates provides architectural and engineering services for the Ghazvini Center for Healthcare Education and various other projects on the Main Campus initiated through October 2010. The firm of Barnett Fronczak Barlowe provides architectural and engineering services for the Main Campus and other Leon County sites as of November 2010. The firm of DAG Architects provides architectural and engineering services for the Florida Public Safety Institute and other Gadsden and Wakulla County projects, as of November 2010. The firm of EMO Architects, Inc. provides services for the campus master plans for both the Main Campus and the Florida Public Safety Institute.

Salient Facts:

Each month the architect firms listed above are required to submit their invoices for Board of Trustees approval before they may be processed for payment.

Past Actions:

The Board authorizes payment of the invoices as presented.

Future Actions:

The Board will be presented with the most current invoices for approval.

Funding/Financial Matters:

Funds for the Ghazvini Center for Healthcare Education were appropriated by the legislature in the 2006-07, 2007-08, 2008-09, and 2009-10 legislative sessions. Funds for the several minor projects (less than \$2,000,000) were provided in the General Renovations/Remodeling PECO funds the College receives each year. Funds for the Main Campus Electrical and Mechanical Upgrade projects, as well as the funds for the FPSI Water Line Extension, were provided as part of the State Board of Education Bond proceeds. Funds for the Master Plans were available in the Capital Improvement fees.

The individual projects are listed by architectural firm.

Clemons, Rutherford & Associates		
1	Ghazvini Center for Healthcare Education fee	\$1,357,777.13
	Expenses to date (no change from prior month)	\$1,344,199.37
	Project consultants to date (no change)	\$268,193.56
	Reimbursable expenses to date (no change)	\$8,640.12
2	Electrical Infrastructure base fee	\$68,645.50
	Approved additional services (revised bid procedure)	\$6,986.90
	Revised project total	\$75,632.40
	Expenses to date (no change from prior month)	\$61,903.31
3	Pat Thomas Blvd. Lighting base fee	\$22,700.00
	Approved additional services (revised bid procedure)	\$4,966.77
	Revised project total	\$27,666.77
	Expenses to date (no change from prior month)	\$23,126.77
DAG Architects		
1	FPSI Chiller Replacement fee	\$19,839.00
	Expenses to date	\$19,243.95
	Reimbursable expenses to date	\$306.83
2	FPSI Sheffield Pond Improvements base fee	\$10,986.00
	Expenses to date	\$8,239.50
	Reimbursable expenses to date	\$880.00
Barnett Fronczak Barlowe Architects		
1	Main Campus HVAC Upgrades fee	\$104,147.00
	Expenses to date	\$81,963.56
2	Brogan Museum Rooftop Noise Mitigation Study fee	\$12,000.00
	Expenses to date (no change from prior month)	\$10,016.00

Architect invoices in the amount of \$32,492.93 are recommended for approval as indicated below:

a	Clemons, Rutherford & Associates	n/a
b	DAG Architects	\$10,904.65
c	Barnett Fronczak Barlowe	\$21,588.28

Staff Resource:

Teresa Smith

Recommended Action:

Authorize payment of architectural invoices as presented.



DAG architects
 AA-C000745
 1223 airport road
 destin, florida
 32541
 p 850.837.8152
 f 850.654.4276
 www.dagarchitects.com

Invoice

Date	Invoice #
9/26/2011	11011_1011

Bill To
Tallahassee Community College Attn: David Wildes 444 Appleyard Drive Tallahassee, FL 32304

Project Description	PO Number
11011 FPSI Admin Bldg Chiller Replacemnt	2011 00002679

Description	Qty	Rate	Amount
Construction Administration Services for the Administration Building Chiller Replacement Including site meeting, field notes, change order at valve and chiller, correspondence, and communications		793.40	793.40

We appreciate your business. If you have any questions, please call Gall.		Due This Invoice	\$793.40
<i>This invoice amount is due and payable within ten (10) days of this invoice. Interest on overdue accounts shall accrue after thirty (30) days at the legal rate prevailing in Destin, Florida.</i>			



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Invoice

Date	Invoice #
6/28/2011	11011_0711

Bill To
Tallahassee Community College Attn: Tony Stallworth 444 Appleyard Drive Tallahassee, FL 32304

Project Description	PO Number
11011 FPSI Admin Bldg Chiller Replacemnt	2011 00002679

Description	Qty	Rate	Amount
Construction Administration Services for the Administration Building Chiller Replacement including notice to proceed, submittal reviews, site meeting, field notes, correspondence, and communications.		991.75	991.75
Total for Month of June			991.75

We appreciate your business. If you have any questions, please call Gall.	
<i>This invoice amount is due and payable within ten (10) days of this invoice. Interest on overdue accounts shall accrue after thirty (30) days at the legal rate prevailing in Destin, Florida.</i>	Due This Invoice \$991.75

NOTE: THIS ITEM WAS INADVERTANTLY OVERLOOKED DURING THE JULY BP. RECESS. IT HAS BEEN VERIFIED AS A LEGITIMATE EXPENSE. (Dw)



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 1223 airport road
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Invoice

Date	Invoice #
9/26/2011	11027_1011

Bill To
Tallahassee Community College Attn: David Wildes 444 Appleyard Drive Tallahassee, FL 32304

Project Description	PO Number
11027 FPSI Sheffield Water Mngt Permit	201100003119

Description	Qty	Rate	Amount
Architctural and Engineering Services to convert the existing Sheffield Improvement to Non-Agricultural Standards, Including obtaining Stormwater Permit		8,239.50	8,239.50

We appreciate your business. If you have any questions, please call Gail.		Due This Invoice	\$8,239.50
<i>This invoice amount is due and payable within ten (10) days of this invoice. Interest on overdue accounts shall accrue after thirty (30) days at the legal rate prevalling in Destin, Florida.</i>			



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Invoice

Date	Invoice #
9/26/2011	11027_1011R

Bill To
Tallahassee Community College Attn: David Wildes 444 Appleyard Drive Tallahassee, FL 32304

Project Description	PO Number
11027 FPSI Sheffield Water Mngt Permit	201100003119

Description	Qty	Rate	Amount
Reimbursable expenses incurred by George & Associates - Stormwater Permit Fee, including 10% administrative and coordination markup per contract	1.1	800.00	880.00

This invoice is for reimbursable expenses incurred by the architect and/or consultants	Due This Invoice	\$880.00
<i>This invoice amount is due and payable within ten (10) days of this invoice. Interest on overdue accounts shall accrue after thirty (30) days at the legal rate prevailing in Destin, Florida.</i>		



225 SOUTH ADAMS STREET
TALLAHASSEE, FLORIDA 32301
TEL. 850 224-6301
FAX 850 561-6978

INVOICE

30 September 2011
Invoice #5811.04
BFBA #11051

Tallahassee Community College
Receiving Department
444 Appleyard Drive
Tallahassee, Florida 32304-2895

Re: Tallahassee Community College - HVAC Upgrades
Purchase Order No.: 2011 00002056
Architectural Services

FOR PROFESSIONAL SERVICES AND REIMBURSABLE EXPENSES

The current status of the account is as follows:

FEES FOR SERVICES RENDERED THROUGH 31 AUGUST 2011

Building No. 2:

Mechanical design services for replacing multi-zone Air Handler Unit with new Variable Air Volume. Electrical design services for new controls system to connect with Campus Control System. Design of minor ductwork associated with connecting to the replaced devices described above. Architectural design services for annotating required construction efforts affected ceiling, roof and wall assemblies associated with the above described work. This invoice reflects the completion of our original scope of work for Building No. 2.

Building No. 12:

Mechanical design services for replacing existing single zone Air Handler Unit's with new single zone Air Handler Unit's; Design of outside air systems to comply with current codes and needs of ventilation system. Design of minor ductwork associated with connecting to the replaced devices described above. Architectural design services for annotating required construction efforts relating to the affected ceiling, roof, and wall assemblies associated with the above described work. This invoice reflects the completion of our original scope of work for Building No. 12.

TOTAL AMOUNT DUE = \$ 21,588.28

BARNETT FRONCZAK BARLOWE ARCHITECTS

RICHARD R. BARNETT, AIA

RRB:ag