



January 21, 2014

MEMORANDUM

TO: District Board of Trustees
FROM: Jim Murdaugh, President 
SUBJECT: Policy Manual Changes

Item Description

This item requests Board of Trustees approval of Policy Manual changes related to Section 11, Facilities.

Overview and Background

In the course of updating Facilities Administrative Procedures to support the Board Policy documents, several discrepancies were noted within the Board Policies. Policy Number 11-07, Advertisements for Construction Projects, shall be revised so that the threshold amount is Category Three (\$65,000), rather than Category Two (\$35,000) to correspond with the provisions of Chapter 6A-14.0734, Florida Administrative Code under which TCC operates.

Policy Number 11-10, Construction Change Orders, shall be revised to reduce the threshold amount that may be approved by the President or designee from \$325,000 to \$250,000 to correspond with the limit stated in Policy Number 03-04. Any such action shall be reported to the Board for information at the next regularly scheduled meeting.

Past Actions by the Board

Policy Number 11-07 was approved by the Board on 12/01/97 and revised on 09/21/09 and 10/19/09. Policy Number 11-10 was approved by the Board on 05/17/10.

Funding/Financial Implications

None

Staff Resource

Teresa Smith

Recommended Action

Approve revisions to applicable Policies as requested.

**TALLAHASSEE COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
P O L I C Y**

TITLE: Advertisements for Construction Projects	NUMBER: 11-07
AUTHORITY: Florida Statute: 287.055; 1001.42(9); 1013.02; 1013.37; 1013.40; 1013.46; 1013.47 Florida Administrative Code: 6A-2.0010	SEE ALSO:
DATE ADOPTED: 05/17/10	

The President or designee is authorized to develop criteria and necessary procedures to advertise and award Contracts for Facilities or Improvements of Educational Plant.

| Any contract amount that exceeds that specified in Florida Statutes for Category ~~Two~~ Three for new construction, leasing, remodeling, renovation, or the addition to any educational plant or other improvement to College property shall be advertised by the Board and awarded in accordance with the provisions of the Florida Administrative Code.

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**TALLAHASSEE COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
P O L I C Y**

TITLE: Construction Change Orders	NUMBER: 11-10
AUTHORITY: Florida Statute: 287.017, 1013.48 Florida Administrative Code: 6A-2.0111	SEE ALSO:
DATE ADOPTED: 05/17/10	

The President or designee is authorized to approve change orders up to the authorized limit for ~~Category Five \$250,000~~, as established in Florida Statutes for each change order, between District Board of Trustee meetings for the purpose of expediting work in progress. Any such action shall be reported to the Board for ~~ratification-~~ information at the next regularly scheduled meeting.

~~Change orders are not approved until Board action takes place.~~

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