



June 18, 2018

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 May 2018.

Overview and Background

The College is now under contract with three architectural firms; DAG Architects Inc., Architects| Lewis + Whitlock PA, and Clemons, Rutherford & Associates Inc., to provide architectural and engineering services for projects at all sites and counties. To ensure quality, the three firms will be assigned projects on a rotational basis with standardized hourly fees.

Architects| Lewis + Whitlock, PA - \$3,500.00
Clemons, Rutherford & Associates, Inc. - \$0.00
DAG Architects, Inc. - \$6,645.00

Past Actions by the Board

The Board last authorized architect invoices at the April 2018 meeting

Funding/Financial Implications

The funds for several minor projects (approximately \$1.2 million) were provided in the General Renovations/Remodeling PECO allocations the College received for FY 17 /18. Funds for the Master Plans were available in the Capital Improvement fees.

Staff Resource

Barbara Wills

Recommended Action

Authorize payment of architectural invoices as presented.



INVOICE NO. 17320.2.4

TO: Tallahassee Community College Attn: Accounts Payable 444 Appleyard Drive Tallahassee, Florida 32304	Page <u>1</u> of <u>1</u> Pages Federal I.D. No. <u>59-3616761</u> Purchase Order No - 006521 Project Name: Student Union Exterior Envelope Improvements DATE 5/21/18
FROM: Architects: Lewis + Whitlock, P.A. 206 W. Virginia St. Tallahassee, Florida 32301	

THE PRESENT STATUS OF THE ACCOUNT IS AS FOLLOWS:

DESCRIPTION	TOTAL FEE	PERCENT COMPLETE	LESS PREVIOUSLY BILLED	TOTAL BILLED	AMOUNT DUE THIS INVOICE
Basic Services					
Design Development	\$16,800.00	100%	\$16,800.00	\$16,800.00	\$0.00
Construction Documents - 100%	\$25,200.00	100%	\$25,200.00	\$25,200.00	\$0.00
Bidding / Permitting	\$2,800.00	100%	\$2,800.00	\$2,800.00	\$0.00
Construction Administration	\$11,200.00	25%	\$0.00	\$2,800.00	\$2,800.00
Printing	\$760.00	100%	\$60.00	\$760.00	\$700.00
GRAND TOTALS	\$56,760.00		\$44,860.00	\$48,360.00	\$3,500.00
Invoice Total					\$3,500.00
* Amount payable directly to: ()					
* Amount payable directly to: ()					*

CERTIFIED TRUE AND CORRECT BY:

(Signature of Principal)

Rodney L. Lewis, Principal
 (Typed Name and Title)



DAG Architects, Inc.

1223 Airport Road
Destin, FL 32541
850.837.8152

Tallahassee Community College
Trey Kimbrel
444 Appleyard Drive
Tallahassee, FL 32304

Invoice number 17064_0618
Date 05/24/2018

Project 17064 TCC ADMINISTRATION BUILDING
STAIR WALLS REPLACEMENT

Professional Architectural Services including:

- Verification of existing conditions, particularly at the main building and stairwell roof joint, where the stained ceiling tiles have been noted on interior
- Submission of Design Development drawings based on selected Schematic Scheme 1 for review and approval by TCC

PO-007643-2

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Basic Services					
Tasks 1 & 2	6,600.00	100.00	6,600.00	6,600.00	0.00
CO #2					
CO #2 Tasks 1 & 2	6,645.00	100.00	0.00	6,645.00	6,645.00
CO #2 Task 3	10,550.00	0.00	0.00	0.00	0.00
CO #2 Tasks 4 & 5	5,190.00	0.00	0.00	0.00	0.00
Subtotal	22,385.00	29.69	0.00	6,645.00	6,645.00
Total	28,985.00	45.70	6,600.00	13,245.00	6,645.00

Invoice total **6,645.00**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
17064_0618	05/24/2018	6,645.00	6,645.00				
	Total	6,645.00	6,645.00	0.00	0.00	0.00	0.00

We appreciate your business. Please remit payment at your earliest convenience to: DAG Architects Inc., 1223 Airport Road, Destin, FL 32541. If you have any questions, please contact Gail at 850.337.6443 or gennis@dagarchitects.com.