




October 22, 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 September 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 - \$2,240.00
Clemons, Rutherford & Associates, Inc. - \$0.00
DAG Architects, Inc. - \$0.00

Past Actions by the Board

The Board last authorized architect invoices at the September 2018 meeting.

Funding/Financial Implications

The funds for several minor projects (approximately \$1.1 million) were provided in the General Renovations/Remodeling PECO allocations the College received for FY 18/19. 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.



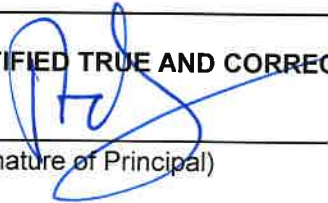
INVOICE NO. 17320.2.7

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>
FROM: Architects: Lewis + Whitlock, P.A. 206 W. Virginia St. Tallahassee, Florida 32301	Purchase Order No - 006521 Project Name: Student Union Exterior Envelope Improvements DATE 9/20/18

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	86%	\$7,392.00	\$9,632.00	\$2,240.00
Printing	\$760.00	100%	\$760.00	\$760.00	\$0.00
GRAND TOTALS	\$56,760.00		\$52,952.00	\$55,192.00	\$2,240.00
Invoice Total					\$2,240.00
* Amount payable directly to: ()					
* Amount payable directly to: ()					*

CERTIFIED TRUE AND CORRECT BY:


 (Signature of Principal)

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