



October 14, 2019

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Barbara Wills, Ph.D.
Vice President for Administrative Services and Chief Business Officer

SUBJECT: Architect Invoices

Item Description

This item requests that the Board approve the architect invoices submitted in the month of September 2019.

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 - \$0.00
Clemons, Rutherford & Associates, Inc. - \$0.00
DAG Architects, Inc. - \$1,297.50

Past Actions by the Board

The Board last authorized architect invoices at the August 19, 2019 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.

Recommended Action

Authorize payment of architectural invoice(s) as presented.



Destin
Tallahassee
Pensacola
Panama City

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

Invoice number 17064_0919
Date 08/28/2019

Project 17064 TCC ADMINISTRATION BUILDING
STAIR WALLS REPLACEMENT

Professional Architectural Services

This invoice reflects Construction Administration Services including:
Site visits, RFI and Pay App review, submittals, coordination with contractor

PO-007643-2 for first \$24,780.00
PO-011098 for last \$4,205.00

| 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 | 6,645.00 | 6,645.00 | 0.00 |
| CO #2 Task 3 | 10,550.00 | 100.00 | 10,550.00 | 10,550.00 | 0.00 |
| CO #2 Tasks 4 & 5 | 5,190.00 | 75.00 | 2,595.00 | 3,892.50 | 1,297.50 |
| Subtotal | 22,385.00 | 94.20 | 19,790.00 | 21,087.50 | 1,297.50 |
| Total | 28,985.00 | 95.52 | 26,390.00 | 27,687.50 | 1,297.50 |

Invoice total **1,297.50**

Aging Summary

| Invoice Number | Invoice Date | Outstanding | Current | Over 30 | Over 60 | Over 90 | Over 120 |
|----------------|--------------|-------------|----------|---------|---------|---------|----------|
| 17064_0919 | 08/28/2019 | 1,297.50 | 1,297.50 | | | | |
| | Total | 1,297.50 | 1,297.50 | 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.