




November 20, 2017

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 October.

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 - \$25,200.00
Clemons, Rutherford & Associates, Inc.- \$0.00
DAG Architects, Inc. - \$3,384.50

Past Actions by the Board

The Board last authorized architect invoices at the September 2017 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.



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 17033_1117
Date 10/26/2017

Project 17033 TCC-15 LIFETIME SPORTS
BUILDING TRAINING REMODELING

Professional Architectural Services including:

Project Coordination
Jobsite Observation
Construction Administration

PO-006937

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Basic Services					
Schematic Design	3,930.00	0.00	0.00	0.00	0.00
Design Development	5,240.00	64.59	3,384.50	3,384.50	0.00
Construction Documents	9,170.00	69.80	6,400.50	6,400.50	0.00
Bidding & Negotiation	1,310.00	0.00	0.00	0.00	0.00
Construction Administration	6,550.00	51.67	0.00	3,384.50	3,384.50
Subtotal	26,200.00	50.27	9,785.00	13,169.50	3,384.50
Total	26,200.00	50.27	9,785.00	13,169.50	3,384.50

Invoice total **3,384.50**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
17033_1117	10/26/2017	3,384.50	3,384.50				
	Total	3,384.50	3,384.50	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.



INVOICE NO. 17320.2.2

TO: Tallahassee Community College
Attn: Accounts Payable
444 Appleyard Drive
Tallahassee, Florida 32304

FROM: Architects: Lewis + Whitlock, P.A.
206 W. Virginia St.
Tallahassee, Florida 32301

Page 1 of 1 Pages
 Federal I.D. No. 59-3616761

Purchase Order No - 006521
 Project Name: Student Union Exterior Envelope Improvements
 DATE 10/30/17

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%	\$0.00	\$25,200.00	\$25,200.00
Bidding / Permitting	\$2,800.00	0%	\$0.00	\$0.00	\$0.00
Construction Administration	\$11,200.00	0%	\$0.00	\$0.00	\$0.00
Printing	\$760.00	8%	\$60.00	\$60.00	\$0.00
GRAND TOTALS	\$56,760.00		\$16,860.00	\$42,060.00	\$25,200.00

Invoice Total	\$25,200.00
* Amount payable directly to: ()	
* Amount payable directly to: ()	*

CERTIFIED TRUE AND CORRECT BY:

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