



August 19, 2019

Memorandum from President Murdaugh

The District Board of Trustees of
Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32304

The following meeting Agenda and items requiring approval by the District Board of Trustees is provided for your use at the Monday, August 19, 2019 Board Meeting.

The meeting will be held on our Main Campus at 444 Appleyard Drive, Tallahassee, Florida.

Should you have any questions, please contact me.

Sincerely,

A handwritten signature in black ink that reads "Jim Murdaugh". The signature is fluid and cursive, with a large initial "J" and "M".

Jim Murdaugh, Ph.D.
President

Agenda
District Board of Trustees
Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32308
Monday, August 19, 2019
Business Meeting & Workshop – 2:30 PM

CALL TO ORDER

- i. Moment of Silence
- ii. Pledge of Allegiance

COMMENTS

- i. Board Chair
- ii. Board Members
- iii. President

APPROVAL OF MINUTES

1. June 17, 2019 Meeting
Request Board approve minutes as presented.
2. July 10, 2019 Presidential Evaluation Meeting
Request Board approve minutes as presented.

BOARD OF TRUSTEES

3. Election of Officers

INFORMATION AND NEWS ITEMS

PRESENTATIONS

UNFINISHED BUSINESS

NEW BUSINESS

Approval of Consent Agenda

The consent agenda format is an organization process for meetings that allow the governing board to focus their time and attention on action items that require more elaboration, information, and/or discussion. The intent of the consent agenda is to support efficiency and effectiveness of the meeting.

If a trustee has a question or plans to cast a negative vote regarding a specific recommendation, then the trustee/trustees need to acknowledge their intention to the Chair. This action item will be considered in the regular order of business as an individual action item.

Those action items that the trustees plan to approve without further question or discussion will remain on the consent agenda. Upon the final determination of the consent agenda, a motion, second to the motion, and unanimous approval of the Board of Trustees is needed to approve the action items. Upon approval of the consent agenda, the Board of Trustees will proceed with the remainder of the agenda.

4. Attorney Invoice – Bryant Miller Olive, P.A. (May & June 2019)
Authorize payment of invoices as presented.
5. Human Resources Report
Approve the report as presented.
6. Sponsored Programs – Provider
Authorize funding for the awards and contracts listed above.
7. Sponsored Programs – Fiscal Agent
Authorize funding for the awards and contracts listed above.
8. Architect Invoices
Authorize payment of architectural invoices as presented.

TCC Foundation

9. TCC Foundation Update
None required. Report provided for information only.
10. TCC Foundation – Naming
Accept naming(s) as presented.
11. TCC Foundation – Gift Acceptance
Accept gift as presented.

Academic Affairs

12. Gadsden Technical Institute and Tallahassee Community College MOU
That the Board approve the agreement with Gadsden Technical Institute.

Administrative Services

13. Construction Status Report
Presented as an information item only.
14. Florida Public Safety Institute Roof Restorations – Buildings 1 & 9
Approve the attached three proposals from Garland/DBS, Inc. as presented.
15. Fund Analysis - July
For information only, no Board action required.

Student Affairs

16. District Board Policy 10-10 Hazing
Approve revised DBOT Policy 10-10 Hazing.

PUBLIC COMMENT

WORKSHOP

PRESIDENT'S REPORT

NEXT MEETING DATE

September 16, 2019

Location: **Main Campus**

ADJOURNMENT

PRESENTATIONS

VP Mitchell recognized John and Maria Lentz for their donation in support of the Wakulla Environmental Institute (WEI) Phase II Project campaign.

Eva Nielsen-Parks introduced members of the Theatre Group, which received recognition for two (2) of their productions. Student Hanna MacGregor, from Texas, was recognized for her recent superior acting award from the Florida College System Activities Association (FCSSA).

VP Moore introduced Catrenia McLendon, Business and Industry Service Center Director.

President Murdaugh reminded Trustees their Statement of Financial Interest is due July 1st.

NEW BUSINESS

Approval of Consent Agenda

Chair Moore asked if there were any questions, with none received.

MOTION: Trustee Kilpatrick **SECOND:** Trustee Lamb
Motion passed unanimously.

New Agreements

Joint Resolution with Leon County School Board (Action)

Superintendent Hanna said it is good to work toward a common goal and strengthen our relationship. President Murdaugh shared this is our commitment to each other and read the resolution into the record. Leon County School Board Chair Wood stated she is glad we are putting this in writing.

This request is for the Board to approve the resolution.

MOTION: Trustee Lamb **SECOND:** Trustee Callaway
Motion passed unanimously.

Lively Technical College and Tallahassee Community College MOU (Action)

President Murdaugh stated this is an agreement with The School Board of Leon County, specific to Lively Technical College.

This request is that the Board to approve the agreement with Lively Technical College.

MOTION: Trustee Pople **SECOND:** Trustee Lamb
Motion passed unanimously.

TCC Foundation

TCC Foundation Update (Information)

VP Mitchell provided an overview of Foundation activities and upcoming events.

Academic Affairs

19-20 Collegiate High School Agreements (Action)

Chair Moore asked if there were any questions, with none received.

This request is that the Board approve the 19-20 Collegiate High School Agreements.

MOTION: Trustee Messersmith **SECOND:** Trustee Pople
Motion passed unanimously.

Administrative Services

Fund Analysis - May (Information)

Trustee Pople confirmed we expect to end the year at our projections.

Construction Status Report (Information)

Chair Moore asked if there were any questions, with none received.

2018-2019 Equity Report Update (Action)

Trustee Callaway stated we have made progress over the years.

This request is for the Board to approve the 2018-2019 Equity Report as presented.

MOTION: Trustee Lamb **SECOND:** Trustee Kilpatrick
Motion passed unanimously.

Annual Inventory of Property Assets (Information)

Trustee Callaway said it is amazing that with all the equipment only one (1) item was missing.

Approval for Bookstore Services (Action)

Chair Moore asked if there were any questions, with none received.

This request is for the Board to approve a one-year renewal of the Follett contract for bookstore services.

MOTION: Trustee Pople **SECOND:** Trustee Messersmith
Motion passed unanimously.

Capital Improvement Plan (CIP) 2020-21 Through 2024-25 (Action)

Chair Moore asked if there were any questions, with none received.

This request is for the Board to approve the 2020-21 through 2024-25 CIP, as summarized on the CIP-2 form.

MOTION: Trustee Lamb **SECOND:** Trustee Messersmith
Motion passed unanimously.

Change of Salary Schedule (Action)

VP Wills said there are senior custodians that will be at the top of their salary schedule and unable to get a pay raise. President Murdaugh asked that all our employees at the top of their pay scale have an adjustment to allow the two (2) percent raise, asking someone to offer suggested language for clarify.

VP Wills requested the Board give them the authority to adjust the pay grade to ensure the employee can receive a pay increase.

MOTION: Trustee Lamb **SECOND:** Trustee Callaway
Motion passed unanimously.

This request is for the Board to approve updates to the College 2019-2020 Salary Schedule as presented.

MOTION: Trustee Callaway **SECOND:** Trustee Pople
Motion passed unanimously.

Disposition of surplus property assets (Action)

Chair Moore asked if there were any questions, with none received.

This request is for the Board to authorize College staff to dispose of the items designated as surplus and obsolete property.

MOTION: Trustee Pople
Motion passed unanimously.

SECOND: Trustee Kilpatrick

Policy Manual Changes (Action)

President Murdaugh stated we wish to pull Policy 04-30, Sick Pool Policy, from consideration on advice from our attorney representing us in bargaining.

This request is for the Board to approve updates and revisions of College policies, with the removal of Policy 04-30.

MOTION: Trustee Lamb
Motion passed unanimously.

SECOND: Trustee Kilpatrick

Recommendation to Purchase Lincoln Welding Equipment (Action)

Chair Moore asked if there were any questions, with none received.

This request is for the Board to authorize staff to make the purchase of welding equipment from Jones Welding & Industrial Supply, Inc.

MOTION: Trustee Messersmith
Motion passed unanimously.

SECOND: Trustee Callaway

Use of College Personnel and Facilities (Action)

Trustee Pople confirmed this is to allow us to spend the money for the operation of the TCC Foundation.

This request is for the Board to approve the use of College resources for Foundation DSO related activities as presented.

MOTION: Trustee Messersmith
Motion passed unanimously.

SECOND: Trustee Lamb

College Operating Budget FY 2019-20

Chair Moore asked if there were any questions, with none received.

This request is for the Board to approve the College's FY 2019-20 Operating Budget.

MOTION: Trustee Lamb
Motion passed unanimously.

SECOND: Trustee Pople

A motion was made to approve a two percent (2%) pay raise for President Murdaugh and to direct the committee responsible for his evaluation and compensation review to meet and make any changes they deem appropriate in his contract. President Murdaugh stated his contract only makes him eligible for a raise, but it is not automatic and must be voted on by the Board.

MOTION: Trustee Lamb
Motion passed unanimously.

SECOND: Trustee Kilpatrick

Information Technology

Information Technology Plan for 2019-20 (Action)

Trustee Kilpatrick verified we are mostly cloud based.

This request is for the Board to approve the Information Technology Plan for FY 2019-20.

MOTION: Trustee Lamb

SECOND: Trustee Kilpatrick

Motion passed unanimously.

2019-20 Schedule of Board Meetings and Workshops (Action)

Chair Moore asked if there were any questions, with none received.

MOTION: Trustee Lamb

SECOND: Trustee Callaway

Motion passed unanimously.

PUBLIC COMMENT

None

WORKSHOP

None

PRESIDENT'S REPORT

President Murdaugh recognized the upcoming birthdays of Trustees Pople and Lamb.

NEXT MEETING DATE

Monday, August 19, 2019

Location: **Main Campus**

ADJOURNMENT

Meeting adjourned at approximately 4:00 p.m.

Minutes approved at the regular meeting of the District Board of Trustees on August 19, 2019.

Karen Moore
Chair

Jim Murdaugh, Ph.D.
President

MINUTES
District Board of Trustees – Presidential Evaluation Sub-Committee
Tallahassee Community College
Hinson Administration Building
444 Appleyard Drive
Tallahassee, FL 32304
Wednesday, July 10, 2019

The meeting was called to order at approximately 1:00 p.m.

Members Present (via Phone): Chair Moore and Vice-Chair Lamb

Others Present: President Jim Murdaugh, Attorney Craig Knox, Human Resources Director Nyla Davis and Lenda Kling

Chair Moore stated the changes to the contract reflect their discussions and she is in full support. Trustee Lamb agreed with the terms as presented. Chair Moore asked what else needed to be done to make the changes.

Attorney Craig Knox stated their comments indicated they had voted for the changes and they would need to execute by signing the document. Chair Moore stated she could be in Friday to sign the contract, confirming with Attorney Knox that July 12, 2019 would then become the effective date of the new contract.

President Murdaugh thanked the Chair Moore and Trustee Lamb for their services and the changes in his contract. Chair Moore and Trustee Lamb thanked the President for his service to the college.

The meeting was adjourned at approximately 1:05 p.m.

ELECTIONS - *Chairman of the Board calls for nominations for Board Chair and Vice Chair.*

Chair and Chair Elect Nominations:

Chair: The floor is open for nominations for the Chair and Vice Chair of the District Board of Trustees, Tallahassee Community College:

A Board member makes the nominations.

After all nominations are made the Chair responds:

I will entertain a motion that _____ and _____ be elected to the positions of Chair and Vice Chair, respectively, of the District Board of Trustees, Tallahassee Community College.

Motion by Board member

Second

Vote

After election the meeting is immediately resumed under the direction of the newly elected Chair



August 19, 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: Attorney Invoice – Bryant Miller Olive, P.A. (May & June 2019)

Item Description

Request for approval to pay invoice from Bryant Miller Olive, P.A. for legal services provided related to the collective bargaining process.

Overview and Background

The College engaged Bryant Miller Olive, P.A. for representation during the collective bargaining process.

Past Actions by the Board

The Board of Trustees approved the agreement for these services at the September 19, 2016 Board meeting.

Funding/ Financial Implications

Funding is budgeted in Fund 1, the Current Unrestricted Fund. The current amount due is \$5,550.00

Recommended Action

Authorize payment of invoices as presented.



Tallahassee Community College
 Barbara K. Wills, Chief Business Officer, Vice President for
 Administrative Services
 444 Appleyard Drive
 Tallahassee, Florida 32304

Invoice Date: June 10, 2019
 Invoice No. 69688
 Client No. 25480.006

For professional services rendered in connection with Tallahassee
 Community College - Labor and Employment - 2016 UFF
 Bargaining

Purchase Order No. PO-005193

Statement of Legal Services

		Hours
05/06/2019	JCC Legal research / continuation of contract procedures	3.20
05/06/2019	DMH Review legal research / expiration of collective bargaining agreement	0.40
05/22/2019	JCC Telephone conference with client (B. Jones) / budget; adjunct pay	0.30
05/23/2019	JCC Telephone conference with client (C. Grause) / UFF, budget, adjuncts	0.30
05/23/2019	JCC Telephone conference with T. Wazlavek / UFF negotiations	0.30
05/23/2019	JCC Telephone conference with client (C. Grause) / UFF	0.20
Current Services		4.70
		\$1,175.00

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
James C. Crosland	4.30	\$250.00	\$1,075.00
Denise M. Heekin	0.40	\$250.00	\$100.00

Payments

05/31/2019	Payment	ACH rec'd 5/31/19 Invoice 69351	4,125.00
			4,125.00

Total Current Work	\$1,175.00
Previous Balance Due	\$1,275.00

Tallahassee Community College

Invoice Date: June 10, 2019
Invoice No. 69688
Client No. 25480.006

Balance Due \$2,450.00

Please Reference Client Number On Checks And Wire Transfers

Mail Checks to:
101 North Monroe Street, Suite 900
Tallahassee, FL 32301
850-222-8611 FEIN 59-1315801

Send wire transfers to Capital City Bank, ABA #063100688
for credit to Bryant Miller Olive, Account #2132834901
Thank you for your business



Tallahassee Community College
 Barbara K. Wills, Chief Business Officer, Vice President for
 Administrative Services
 444 Appleyard Drive
 Tallahassee, Florida 32304

Invoice Date: July 10, 2019
 Invoice No. 69867
 Client No. 25480.006

For professional services rendered in connection with Tallahassee
 Community College - Labor and Employment - 2016 UFF
 Bargaining

Purchase Order No. PO-005193

Statement of Legal Services

	Hours
06/03/2019 JCC Telephone conference with client (A. Moran) / public records request	0.30
06/03/2019 JCC Review correspondence, telephone conference with client (C. Grause) / UFF	0.30
06/03/2019 JCC Draft correspondence / UFF	0.20
06/11/2019 JCC Telephone conference with client (C. Grause) / Board policies; UFF demands	0.40
06/12/2019 JCC Telephone conference with client (C. Grause) / bargaining issues	0.40
06/12/2019 JCC Review policies	0.50
06/12/2019 JCC Analyze issues / Board policies; duty to bargain	1.20
06/13/2019 JCC Telephone conference with client (C. Grause) / implementation of policies	0.30
06/14/2019 JCC Telephone conference with M. Braswell / unit	0.30
06/14/2019 JCC Draft correspondence	0.20
06/14/2019 JCC Review correspondence	0.20
06/17/2019 JCC Review tentative issues	0.90
06/19/2019 JCC Review correspondence, policies, and UFF agreement	1.20
06/19/2019 JCC Conference call with client (C. Grause, B. Wills) / UFF	0.40
06/20/2019 JCC Review documents / policies	0.50
06/20/2019 JCC Analyze issues / duty to bargain	0.70
06/20/2019 JCC Draft correspondence / policies	1.30

Tallahassee Community College

Invoice Date: July 10, 2019
Invoice No. 69867
Client No. 25480.006

06/21/2019 JCC	Review correspondence / meetings	0.30	
06/21/2019 JCC	Telephone conference with client (C. Grause) / meetings	0.40	
06/21/2019 JCC	Analyze issues / revised policies	0.80	
06/24/2019 JCC	Draft correspondence / bargaining	0.50	
06/24/2019 JCC	Review UFF agreement and prepare for pre-negotiations meeting	3.40	
06/26/2019 JCC	Telephone conference with T. Wazlavek / UFF	0.30	
06/26/2019 JCC	Review Union issues raised post-bargaining	1.20	
06/27/2019 JCC	Review documents / UFF	0.50	
06/27/2019 JCC	Conference call with client (C. Grause, Provost)	0.80	
	Current Services	<u>17.50</u>	<u>\$4,375.00</u>

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
James C. Crosland	17.50	\$250.00	\$4,375.00

Payments

06/21/2019	Payment	ACH rec'd 6/21/19 Invoice 69432	<u>1,275.00</u>
			1,275.00

Total Current Work	<u>\$4,375.00</u>
Previous Balance Due	\$1,175.00
Balance Due	<u>\$5,550.00</u>

Please Reference Client Number On Checks And Wire Transfers

Mail Checks to:
101 North Monroe Street, Suite 900
Tallahassee, FL 32301
850-222-8611 FEIN 59-1315801

Send wire transfers to Capital City Bank, ABA #063100688
for credit to Bryant Miller Olive, Account #2132834901
Thank you for your business



August 19, 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: Human Resources Report

Item Description

This item request Board approval for personnel actions.

Overview and Background

Pursuant to College Policy 04-06 and 04-17, the College brings forth a request to approve appointments, separations and outside employment.

Past Actions by the Board

Personnel actions are taken to the District Board of Trustees monthly. The Board has not addressed this item previously.

Funding/ Financial Implications

This item is funded by the 2019-2020 Operating Budget.

Recommended Action

Approve the report as presented.

Original Appointments - Executive, Administrative, Managerial & Professional

Name	Department	Effective Date
Henry Ponciano	Dean, Student Success Student Affairs	June 24, 2019

Original Appointments - Classified Staff

Name	Position	Department	Effective Date
Emily Lee	Community Engagement & Innovation Mgr.	Center for Innovation	June 3, 2019
Merry Low	Program Coordinator	Learning Commons	June 5, 2019
Montika Porter	Campus Police Officer	Campus Police	June 12, 2019
Ashauntia Perry	Financial Aid Technician	Financial Aid	July 1, 2019
Brittany Carr	Financial Aid Technician	Financial Aid	July 1, 2019
Krystal Yernye	Digital Communications Specialist	Communications and Marketing	July 1, 2019
Samantha Monroe	Human Resources Specialist I	Human Resources	July 1, 2019
Brielle Crooms	Executive Assistant	Academic Affairs	July 15, 2019
Chelsee McLean	Call Center Representative	Call Center	July 15, 2019
Kym Mattson	Call Center Representative	Call Center	July 15, 2019

Original Appointments - Faculty

Name	Position	Department	Effective Date
<i>None to Report</i>			

Original Appointments - Contracts & Grants

Name	Position	Department	Effective Date
Cav Cavanaugh	Project Coordinator for TCC Spark!	Workforce Development	June 3, 2019
Felicia Fowler	Learning Consultant	Department of Juvenile Justice	July 1, 2019
Teron Speer	Postsecondary Assessment Specialist	DOE - Educational Assessment	July 1, 2019
Opal Ringo	Instructional Sys Designer	DJJ Curriculum and Evaluations	July 9, 2019
Erica Bush	Program Specialist I	Recruiting and K-12 Outreach	July 15, 2019

Re-Appointments (All Employees)

Name	Position	Department	Effective Date	Prior Position
<i>None to Report</i>				

Drop Retiree Participants (All Employees)

Name	Position	Department	Enrollment Date	End Period
Glen Robinson	Maintenance Technician II	Facilities	June 1, 2019	May 31, 2024
Robert Ballard	Executive Director	Wakulla Environmental Institute	June 1, 2019	May 31, 2024

Separations (All Employees)

Name	Position	Department	Effective Date	Separation Type
Richard Frazier	Director, Business and Industry	Workforce Development	May 31, 2019	Retired
Carrie Allen	Campus Police Sergeant	Campus Police	June 3, 2019	Resigned
Jennifer Barr	Director, Student Services	Student Services	June 4, 2019	Resigned
Niyeshema Sholtz	Call Center Representative	Call Center	June 10, 2019	Dismissed
David Harris	CJ Instructional Coordinator	Florida Public Safety Institute	June 12, 2019	Dismissed
Lee Bryant	Campus Police Officer	Campus Police	June 14, 2019	Retired
Ronnie Pleas	Landscape	Landscape	June 17, 2019	Resigned
David Whiddon	Maintenance Technician II	Facilities	June 20, 2019	Dismissed
Sarah Stout	Foundation Scholarship Officer	TCC Foundation	June 20, 2019	Resigned
Tara Hayes	Nursing Faculty	Healthcare Professionals	June 27, 2019	Resigned
Adler Corvil	Senior Cashier	Financial Aid	June 28, 2019	Resigned

Jessica Tharpe	Director, Major Gifts	TCC Foundation	June 28, 2019	Resigned
Diane Stewart	Staff Assistant II	Student Records	June 30, 2019	Retired
Feleccia Moore-Davis	Provost	Academic Affairs	June 30, 2019	Resigned
Rosemary Felix	Custodial Worker	Facilities	June 30, 2019	Retired
Geranise Dorce	Call Center Representative	Call Center	July 1, 2019	Resigned
Mia Zeigler	Fostering Achievement Fellowship Coordinator	Disability Support Services	July 1, 2019	Grant-Contract Not Renewed
Susan Taylor	Executive Director DOE Testing	DOE - Contracts and Grants	July 1, 2019	Contract Not Renewed
Jennifer Peavy	Foundation Chief Financial Officer	TCC Foundation	July 5, 2019	Resigned
Donte Harrison	Public Safety Officer	Campus Police	July 13, 2019	Resigned
Tavi Suggs	Career Development Specialist	Compass 100 DOC - Jackson C.I.	July 15, 2019	Resigned
Kathryn King	Senior Staff Assistant	Financial Aid	July 24, 2019	Resigned
Anita Sedillo	Criminal Justice Technology Faculty	Political Science, Criminal Justice & Paralegal Studies Faculty	July 31, 2019	Retired
Ranie Thompson	Foundation Development Officer	TCC Foundation	July 31, 2019	Resigned
Robert Beregowitz	Biological Science Faculty	Science and Math	July 31, 2019	Retired

Outside Employment Requests (All Employees)

Name	Position	Department	Employer	Position
Elizabeth Johnson	Housing Services Specialist	Florida Public Safety Institute	Havana Springs Resorts	Server
Gerald Jones	Dean, Student Services	Student Affairs	Self	Speaker
Gregory Robinson	Library Technical Assistance I	Library Services	Dance Fusion Studios	Dance Instructor
Joseph R Hurd	Developmental Math Faculty	Developmental Mathematics	Flagler/Self	Teach
Madeline Pumariega	Executive Vice President and Provost	Academic Affairs	New York University	Program Chair
Merry Beth Low	Program Coordinator	Learning Commons	Self	Tutor
Patrick D. McDermott	College Success Faculty	Behavioral, Social Science & Education	Saint Leo University	Adjunct Professor
Patrick D. McDermott	College Success Faculty	Behavioral, Social Science & Education	Self	Santa Claus
Phillip Register	Patrol Officer	Campus Police	AMPOP, Inc.	Owner
Veronica Forehand	Office Manager	Behavioral, Social Science & Education	TMH	Sitter
William Looper	Certificate Programs Director	Florida Public Safety Institute	Bass Pro Shop	Apparel

Seeking to Hold Political Office Requests (All Employees)

Name	Position	Department	Office	Position
<i>None to Report</i>				

Annual Contract Recommendations - Executive

Name	Position	Department	Effective Date
Alan Moran	Vice President	Communications and Marketing	July 1, 2019
Barbara Willis	Vice President	Administrative Services	July 1, 2019
Bobby Jones	Assistant Vice President	Administrative Services	July 1, 2019
Bret Ingeman	Vice President	Information Technology	July 1, 2019
Calandra Stringer	Associate Vice President	Academic Affairs	July 1, 2019
E.E. Eunice	Executive Director	Florida Public Safety Institute	July 1, 2019
Heather Mitchell	Vice President / Executive Director	Institutional Advancement & Foundation	July 1, 2019
Kimberly Moore	Vice President	Workforce Innovation	July 1, 2019
Lei Wang	Associate Vice President	Institutional Effectiveness	July 1, 2019
Madeline Pumariega	Executive Vice President And Provost	Academic Affairs	July 1, 2019
Robert Ballard	Executive Director	Wakulla Environment Institute	July 1, 2019
Scott Balog	Executive Director	Center for Innovation	July 1, 2019
Sheri Rowland	Vice President	Student Affairs	July 1, 2019

Annual Contract Recommendations - Administrative

Name	Position	Department	Effective Date
Anthony Jones	Dean, Science and Math	Science and Math	July 1, 2019
Bryan Hooper	Associate Dean, Behavioral, Social Science & Education	Behavioral, Social Science & Education	July 1, 2019
Candice Grause	Chief of Staff	President's Office	July 1, 2019
David DeRossi	Associate Dean, Business, Industry & Technology	Business, Industry & Technology	July 1, 2019
Donmetrie Clark	Associate Dean, Communications & Humanities	Communications and Humanities	July 1, 2019
Kalynda Holton	Associate Dean, Science & Mathematics	Science & Math	July 1, 2019
Marcus Nicolas	Associate Dean, Academic Partnerships & College Success	Academic Affairs	July 1, 2019
Richard Murgo	Dean, Behavioral, Social Sciences & Education	Behavioral, Social Science & Education	July 1, 2019
Sharisse Turner	Dean, Transitional Studies	Transitional Studies	July 1, 2019
	Executive Director, Ghazvini Center for Healthcare Education &		
Stephanie Solomon	Dean, Healthcare Professions	Healthcare Education	July 1, 2019
Stephen Dumnivant	Dean, Business, Industry & Technology	Business, Industry & Technology	July 1, 2019
Tracy Woodard	Dean, Communications & Humanities	Communications and Humanities	July 1, 2019

Annual Contract Recommendations - Managerial & Professional

Name	Position	Department	Effective Date
Albert Wynn	Associate Director, Wakulla Environment Institute	Wakulla Environmental Institute	July 1, 2019
Alice Maxwell	Director, Communications & Change Management	Communications & Marketing	July 1, 2019
Amy Bradbury	Director, Financial Planning and Sponsored Programs	Contracts & Grants	July 1, 2019
Barbara Gill	Director, Educational Research	Institutional Effectiveness	July 1, 2019
Bobby Hinson	Director, Purchasing & General Services	Administrative Services	July 1, 2019
Brenda Knight	Dean, Enrollment Services/College Registrar	Admissions & Records/College Registrar	July 1, 2019
Catherine Goodman	Director, Career Center	Advising & Retention	July 1, 2019
Catrenia McLendon	Director, Business & Industry Service Center	Workforce Development	July 1, 2019
Charlie Davis	Director, Student Engagement	Student Services	July 1, 2019
Dione Geiger	Associate Director, Sterling Council	Contracts & Grants	July 1, 2019
Don Herr	Director, Facilities, Planning and Construction	Administrative Services	July 1, 2019
Gregory Gibson	Chief, Campus Police	Administrative Services	July 1, 2019
Christen Givens	Director, Recruiting and Admissions	Admissions & Records/College Registrar	July 1, 2019
Harriet Bush	Director, FPSI Business Office	Florida Public Safety Institute	July 1, 2019
Harold Lemond Hall	Director, TCC Online	Academic Affairs	July 1, 2019
Jason Fowler	Director, Information Technology	Information Technology	July 1, 2019
Joe Neeley	Director, Budget and Cost Analysis	Contracts & Grants	July 1, 2019
Kim Allen	Director, Public Safety Continuing Education	Florida Public Safety Institute	July 1, 2019
Latasha Lindsey	Workday Operations Officer	Student Affairs	July 1, 2019
Margaret Thompson	Director, Institutional Research and Planning	Institutional Effectiveness	July 1, 2019
Mark Silk	Director, Advising & New Student Orientation	Advising & Retention	July 1, 2019
Melinda Rodgers	Director, Enrollment Call Center	Enrollment Call Center	July 1, 2019
Michael Robeck	Director, Enterprise Systems	Information Technology	July 1, 2019
Nicholas Vick	Director, Learning Commons	Academic Affairs	July 1, 2019
Nyla Davis	Director, Human Resources	Administrative Services	July 1, 2019
Patricia Manning	Controller	Administrative Services	July 1, 2019
Renae Tolson	Director, Business Process Improvement	Administrative Services	July 1, 2019
Renee Gordon	Director, STEM Program	Science and Math	July 1, 2019
Robert Chaney	Director, Athletics	Student Affairs	July 1, 2019
Ryland Moore	Director, Food Services	Florida Public Safety Institute	July 1, 2019
Stephen Banister	Director, Library Services	Academic Affairs	July 1, 2019
Steven Solomon	Director, Grants and Special Projects	TCC Foundation	July 1, 2019
Summer Dusek	Director, Center for Professional Enrichment	Academic Affairs	July 1, 2019
Tiffany Barnes	Director, Continuing Workforce Education	Workforce Development	July 1, 2019
Travis Jordan	Director, Integrated Marketing	Communications & Marketing	July 1, 2019

Troy Mahler	Director, Student Records	Admissions & Records/College Registrar	July 1, 2019
William Looper	Director, Certificate Programs	Florida Public Safety Institute	July 1, 2019
William Singletary	Director, User Services	Information Technology	July 1, 2019
William Spiers	Director, Financial Aid	Administrative Services	July 1, 2019

Annual Contract Recommendations - Managerial & Professional

Name	Position	Department	Effective Date
Michael McLeod	Head Coach - Men's Baseball	Athletics	July 1, 2019
Patti Townsend	Head Coach - Women's Softball	Athletics	July 1, 2019
Zachary Settembre	Head Coach - Men's Basketball	Athletics	July 1, 2019

Reclassifications (All Employees)

Name	Position	Department	Effective Date	Prior Position
Alice Maxwell	Director, Communications & Change Management	Communications and Marketing	July 1, 2019	Director, Communications & Marketing
Amy Bradbury	Director, Financial Planning & Sponsored Programs	Contracts and Grants	July 1, 2019	Director, Grants & Contract Administration
Brenda Knight	Dean, Enrollment Services/College Registrar	Student Affairs	July 1, 2019	Director, Admissions & Records/College Registrar
Christen Givens	Director, Recruiting & Admissions	Admissions & Records/College Registrar	July 1, 2019	Assistant Director, Recruiting & K-12 Outreach
Elaine Evans	Executive Assistant	Administrative Services	July 1, 2019	Executive Assistant I
Terry Folsom	Executive Assistant	Student Affairs	July 1, 2019	Executive Assistant I
Rebecca Rapisardo	Human Resources Specialist II	Human Resources	July 1, 2019	Human Resources Specialist I
Troy Mahler	Assistant Director, Admissions & Records	Admissions & Records/College Registrar	July 1, 2019	Director, Student Records
Vanessa Jones	Executive Assistant	Information Technology	July 1, 2019	Executive Assistant I



August 19, 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: Sponsored Programs – Provider

Item Description

This item requests that the Board approve the receipt of funding for the listed projects.

Overview and Background

The following are recommended for approval.

I. Receipt, Amendment, Extension of Resources

University of Central Florida – Florida Postsecondary Comprehensive Transition Program

This award supports the College's Eagles Connection Program providing operational support to expand current services. The award is for \$299,805, including an indirect cost rate of 10%. The funding period is from 7/1/19 through 6/30/22.

U.S. Department of Commerce – EDA Welding

The College will renovate the Kim B. Williams – Advanced Manufacturing Training Center into the Welding Technologies Laboratory providing state of the art lab for students enrolled in the Welding Technology and Advanced Welding Technology programs. The award amount is for \$1,250,000, with an indirect cost of 0%. The funding period is for July 2019 through October 2022.

Florida Department of Education – Take Stock in Children

This award is to provide resource for students from grades 6-12 in Gadsden, Leon and Wakulla counties to increase the number of potential first generation-in-college students who successfully receive a college education. The award is for \$75,456. Indirect costs are not allowed. The funding period is from 7/1/19 through 6/30/20.

Florida Department of Corrections - Vocational Instruction

This project will provide vocational instruction and programming (i.e., textbooks, consumable supplies, industry exams) to DOC inmate-students. The following vocational instruction would be

provided: Masonry (Liberty Correctional Institute), Culinary (Quincy Annex), Electrical (Jefferson Correctional Institute), Carpentry (Taylor Correctional Institute) and Plumbing (Taylor Correctional Institute). The award is for \$608,716.17, including an indirect cost rate of 10%. The funding period is from 7/1/19 through 6/30/20.

US Department of Labor – Mine Safety Award and Amendment #1

This award will help promote healthful workplaces for miners in Florida by assisting with training to prevent death and disease, as well as to reduce the frequency and severity of injuries from mining related incidences. The related amendment extends the grant through 9/30/20. The amount of this award is \$175,046 including an indirect cost rate of 8%. The funding period is from 10/1/18 through 9/30/20.

US Department of Education – Gadsden County Talent Search Program

This award is for the 3rd year of a 5-year award, Talent Search identifies and assists students in middle and high school from disadvantaged backgrounds in Gadsden County who have the potential to succeed in higher education. It provides academic, career, and financial counseling to its participants and encourages them to graduate from high school and continue on to and complete their postsecondary education. The award is for \$240,000, including an indirect cost rate of 5%. The funding period is from 7/1/19 through 6/30/22.

II. Commitments, Expenditures, Contracts for Service

Florida Division of Emergency Management – Mobile Home Tie Down Program

Windstorm Mitigation, Inc's contract was extended for the 19/20 program year for a fiscal year contract of \$1,000,000 to provide mobile home tie down services through June 01, 2020.

Florida Division of Emergency Management – Mobile Home Tie Down Program

Storm Ready Services' contract was extended for the 19/20 program year for a fiscal year contract of \$1,000,000 to provide mobile home tie down services through June 01, 2020.

Past Actions by the Board

The University of Central Florida and the U.S. Department of Commerce are new awards; no past actions by the Board. All other awards presented are annual renewals.

Funding/ Financial Implications

The above projects are established in Fund 2, Restricted Accounts. The indirect earned from the above amendments is \$106,988.

Recommended Action

Authorize funding for the awards and contracts listed above.



August 19, 2019

MEMORANDUM

TO: Jim Murdaugh, Ph.D.
President

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

SUBJECT: Sponsored Programs – Fiscal Agent

Item Description

This item requests that the Board approve the receipt of funding for the listed projects.

Overview and Background

The following are recommended for approval.

I. Receipt, Amendment, Extension of Resources

Florida Department of Corrections - Compass 100

To provide contracted staff responsible for the implementation of Compass 100 hybrid and Thinking for a Change curricula within DOC facilities throughout Florida. The amount of this award is \$1,500,000. This is a fixed-cost award with administrative costs estimated at a rate of 10%. The current funding period is from 7/1/19 through 6/30/20.

Florida Sterling Foundation

This award is to provide two executive staff position to direct the Sterling Council. The Florida Sterling Council was established in 1992 as a not-for-profit 501(c)3 corporation endorsed by the Executive Office of the Governor. The mission is "Serving Florida as the epicenter of business quality through assessment, training, and recognition for performance Excellence and proven results." The amount of this contract is \$173,702, including an indirect cost rate of 14%. The funding period is 7/1/19 through 6/30/20.

Florida College Systems Activities Association

This award is to provide an executive staff position to direct the Florida College System Activities Association. The Florida College System Activities Association provides academic and athletic opportunities for students. The amount of this contract is \$162,491, including an indirect cost rate of 2%. The funding period is 7/1/19 through 6/30/20.

Florida Department of Education – Adults with Disabilities Grant Program

TCC will provide fiscal support for the 2019-2020 Adults with Disabilities appropriation. This funding will provide support for the Recreational Program for Adults with Disabilities (RAPAD) in Gadsden, Leon and Wakulla counties. RAPAD will be conducted through a partnership with the Florida Outdoor Association. The amount of this award is \$25,000. Indirect costs are not allowed. The funding period is 7/1/19 through 6/30/20.

Florida Department of Education – Test Development Center

TCC will provide contracted staff positions for K-12 Assessment Development. These positions are essential to the continued development of state academic assessments. The project is for a three-year period and this third year is from 7/1/19 through 6/30/20. The contract amount is for \$2,347,261 for this year. Indirect costs are not allowed by statute.

Florida Department of Education – Postsecondary Assessment FY 19-21

TCC will provide the support, coordination and implementation of activities related to the provisions of the development, administration, scoring and reporting fifty-four, computer-based examinations. The project is for a three-year period and this second year is from 7/1/19 through 6/30/20. The contract amount is for \$802,603 for this year with an indirect cost of 10%.

II. Commitments, Expenditures, Contracts for Service

None at this time.

Past Actions by the Board

All awards presented are annual renewals.

Funding/ Financial Implications

The above projects are established in Fund 2, Restricted Accounts. The indirect earned from the above awards is \$233,845.

Recommended Action

Authorize funding for the awards and contracts listed above.



August 19, 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 for the month(s) of July and August 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. - \$1,610.00

Past Actions by the Board

The Board last authorized architect invoices at the April 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 invoices as presented.



Destin
Tallahassee
Pensacola
Panama City

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

Invoice number 17064_0819
Date 07/22/2019

Project 17064 TCC ADMINISTRATION BUILDING
STAIR WALLS REPLACEMENT

Professional Architectural Services including

Construction Administration Services

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	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	50.00	985.00	2,595.00	1,610.00
Subtotal	22,385.00	88.41	18,180.00	19,790.00	1,610.00
Total	28,985.00	91.05	24,780.00	26,390.00	1,610.00

Invoice total **1,610.00**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
17064_0819	07/22/2019	1,610.00	1,610.00				
	Total	1,610.00	1,610.00	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.



August 19, 2019

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Heather Mitchell
Vice President for Institutional Advancement and Executive Director of the TCC
Foundation

SUBJECT: TCC Foundation Update

Item Description

The following is an update of the events planned and initiatives & activities undertaken by the TCC Foundation.

Overview and Background

Attached is a report of funds raised by the TCC Foundation to date for the current fiscal year. The report includes a summary of total funds received, giving summary by designated area, number of donors and number of gifts.

The Foundation would also like to extend an invitation to DBOT members to the following events:
September 16: Building Legacies Seminar

- *Can't We All Just Get Along.....Communicating Across Generations*
- 8:30 – 12:00 at Ghazvini Center for Health Care Education

Past Actions by the Board

The District Board of Trustees receives a Foundation update at every Board Meeting.

Funding/ Financial Implications

There are no Funding/Financial implications arising from this standard monthly report.

Recommended Action

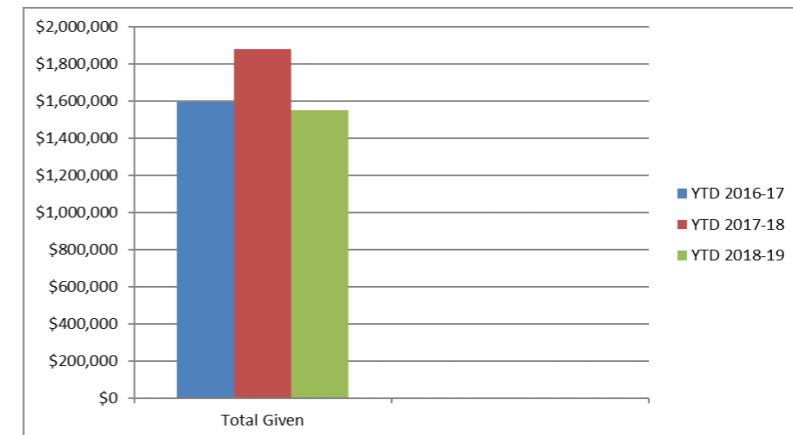
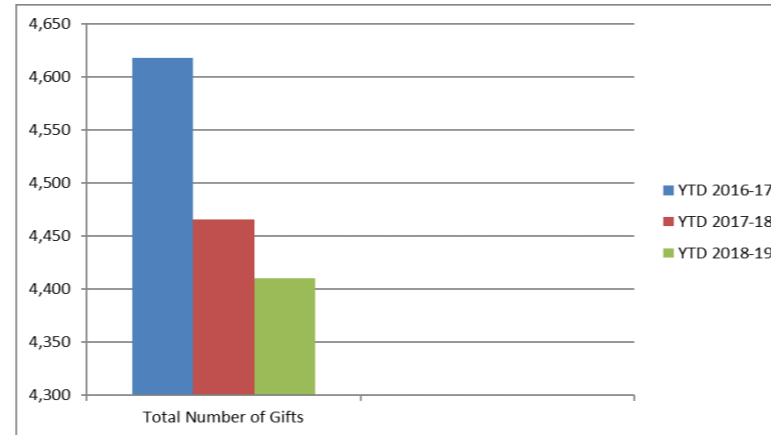
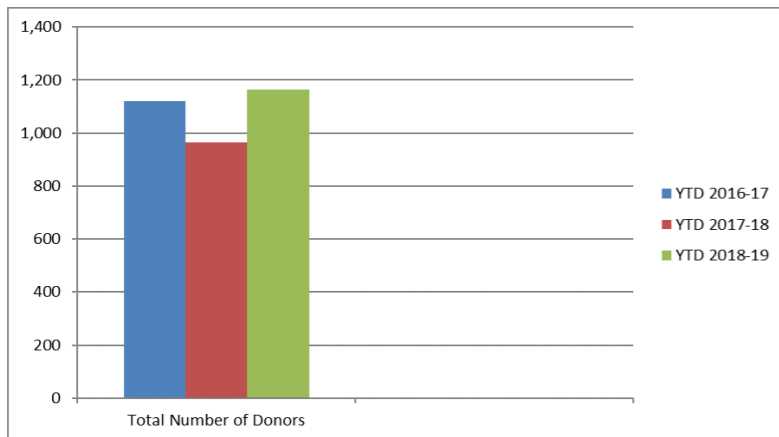
None required. Report provided for information only.

TCC Foundation - Financial Update FY 18/19

July - June

TCC Foundation		YTD 16/17	YTD 17/18	YTD 18/19
		Total Received	\$1,595,172	\$1,880,035
	Scholarship amount	\$948,987	\$1,013,316	\$464,197
	Program support amount	\$306,152	\$547,017	\$686,846
	Facility support amount	\$163,786	\$180,111	\$231,651
	Unrestricted support amount	\$176,247	\$139,591	\$167,342
	Number of Donors	1,120	966	1,165
	Number of Gifts	4,618	4,466	4,410
	Net assets of the TCC Foundation	\$16,901,745	\$17,497,125	\$17,709,099

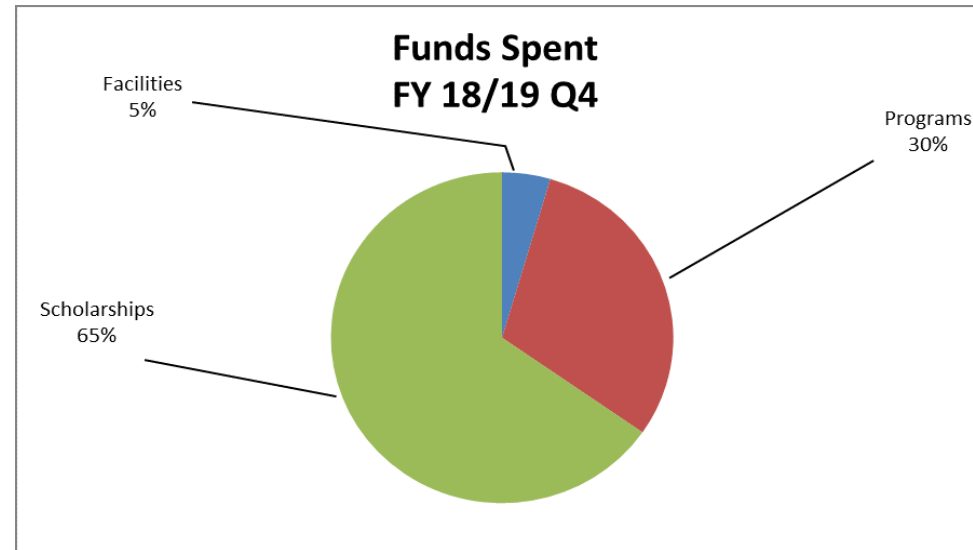
TCC Foundation		YTD 16/17	YTD 17/18	YTD 18/19
		Cash	\$1,563,561	\$1,853,485
	Gift in Kind	\$31,611	\$26,550	\$117,016
	Planned Gifts	\$55,102	\$392,968	\$0
	Total Raised - Pledges Received	\$889,262	\$31,575	\$185,296
	Grants Received			15 grants total \$2,949,111
	Grants Applied For			53 grants total \$43,215,825
	Pledges Expected by 6/30/2019			\$306,942



TCC Foundation - Funds Spent FY 18/19

Funds Spent FY 2018-19 Fourth Quarter

Fund Category	Amount Spent
Facilities	\$12,003
Programs	\$79,234
Scholarships	\$171,713
Total	\$262,950

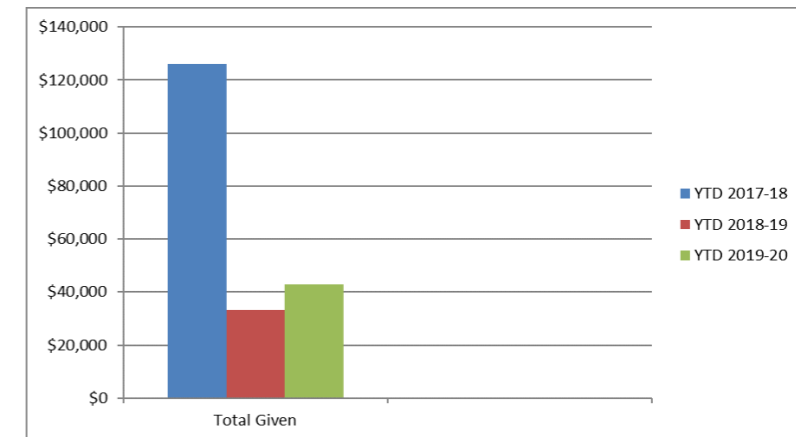
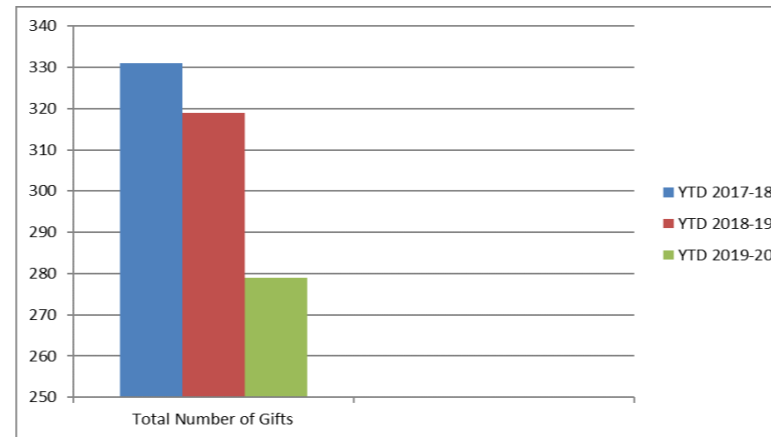
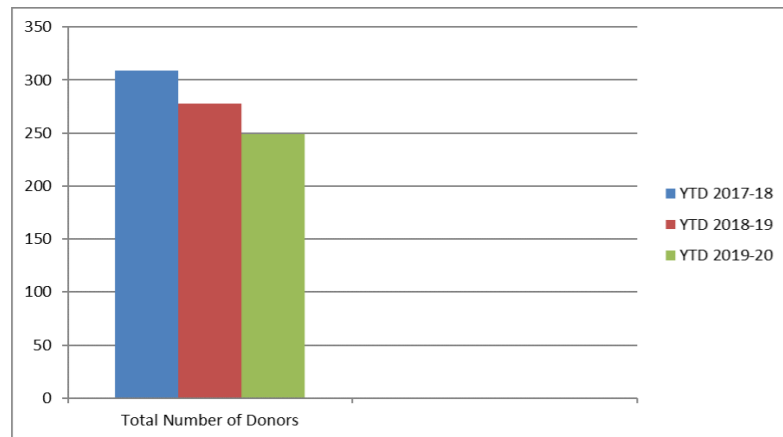


TCC Foundation - Financial Update FY 19/20

July

TCC Foundation		YTD 17/18	YTD 18/19	YTD 19/20
		Total Received	\$125,951	\$33,376
	Scholarship amount	\$38,400	\$9,677	\$12,436
	Program support amount	\$40,108	\$5,193	\$8,884
	Facility support amount	\$29,864	\$9,624	\$7,924
	Unrestricted support amount	\$17,579	\$8,882	\$13,758
	Number of Donors	309	278	248
	Number of Gifts	331	319	279
	Net assets of the TCC Foundation	\$17,191,681	\$17,804,956	\$17,667,851

TCC Foundation		YTD 17/18	YTD 18/19	YTD 19/20
		Cash	\$125,951	\$33,376
	Gift in Kind	\$0	\$0	\$0
	Planned Gifts	\$0	\$0	\$0
	Total Raised - Pledges Received	\$3,000	\$20,000	\$0
	Grants Received			9 grants total \$906,366
	Grants Applied For			0 grants total \$0
	Pledges Expected by 6/30/2020			\$815,296





August 19, 2019

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Heather Mitchell
Vice President for Institutional Advancement and Executive Director of the TCC
Foundation

SUBJECT: TCC Foundation – Naming

Item Description

The following is a request for the TCC District Board of Trustees to approve naming space(s) on campus.

Overview and Background

Per TCC policies, naming for any space on TCC's campus must be approved by the District Board of Trustees.

Past Actions by the Board

Naming opportunity must be presented to the TCC District Board of Trustees for a vote of acceptance by the College.

Funding/ Financial Implications

There are no Funding/Financial implications arising from naming of this space.

Recommended Action

Accept naming(s) as presented.



MEMORANDUM

TO: Dr. Jim Murdaugh, President, Tallahassee Community College
FROM: Heather Mitchell, Vice President for Resource Development
Executive Director, TCC Foundation
DATE: July 17, 2019
RE: Naming of Classrooms on TCC Main Campus

The Foundation would like to request your approval to name the following classrooms to honor an investments made by donors to support the FIRST CLASS Project – a project that provides funds for classroom renovations.

We have consulted with each donor and suggest the following to the President of Tallahassee Community College and the TCC District Board of Trustees for the naming:

CH 137	The Barbara & Ted Judd Theater Classroom
CT 257	Mainline Information Systems Classroom
DH 205	Steelcase/Perdue Classroom
EN 116	Sachs Media Group Classroom
HSS 107	The Wayne & Betty Edwards Classroom
HSS 111	SunTrust Classroom
SM 116	TCC Foundation Classroom
SM 118	Rick Kearney Classroom
TPP 130	Capital City Bank Classroom
TPP 205	Redwire Classroom



August 19, 2019

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Heather Mitchell
Vice President for Institutional Advancement and Executive Director of the TCC
Foundation

SUBJECT: TCC Foundation – Gift Acceptance

Item Description

The following is a request for the TCC District Board of Trustees to consider accepting items donated to TCC Foundation for use by the College.

Overview and Background

Per TCC Policy 03-12, gifts of real property or equipment intended for use by the College or Foundation must be approved by the President prior to acceptance.

Funding/ Financial Implications

Gifts must be presented to the TCC District Board of Trustees for a vote of acceptance by the College.

Past Actions by the Board

There are no Funding/Financial implications arising from naming of this space.

Recommended Action

Accept gift as presented.



MEMORANDUM

TO: Dr. Jim Murdaugh, President, Tallahassee Community College
FROM: Heather Mitchell, Vice President for Resource Development
Executive Director, TCC Foundation
DATE: August 5, 2019
RE: Gift Acceptance – Computer Equipment and Office Supplies

New Horizons Computer Learning Centers has donated a variety of items to support TCC's Center for Innovation. This equipment has been valued at \$ 11,076.10.

Staff has conferred with TCC's Center for Innovation Executive Director Scott Balog, and he has indicated that they would like to accept these items.

The TCCF's Gifts In Kind Policy 302 requires an appraisal for all donated items. For the donated items, assessments were done as such:

- For the computer items, we used the refurbished or used price for the item as found online.
- For the office furniture and cables we used 80% of the value – a common practice online.
- Most of the office supplies that are new – value kept at the purchased value.

The TCC Foundation Board of Directors voted to accept these items based on the recommendation of the staff at the Center for Innovation.

The Foundation is now offering this equipment to the College and will transfer the gift if approved.



August 19, 2019

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Madeline Pumariega, M.Ed.
Executive Vice President and Provost

SUBJECT: Gadsden Technical Institute and Tallahassee Community College MOU

Item Description

This item presents an agreement between Gadsden Technical Institute (GTI) and Tallahassee Community College (TCC) to enhance partnerships and career pathways.

Overview and Background

The agreement provides for a greater exchange of data and the development of seamless career pathways for students completing courses and programs at GTI. It will assist students matriculating into TCC and minimize duplication of courses and programs.

Funding/ Financial Implications

None

Past Actions by the Board

The Board has approved agreements with Gadsden Technical Institute in the past.

Recommended Action

That the Board approve the agreement with Gadsden Technical Institute.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
TALLAHASSEE COMMUNITY COLLEGE
AND
THE SCHOOL BOARD OF GADSDEN COUNTY, FLORIDA**

This Memorandum of Understanding (“Agreement”) is entered into by and between The District Board of Trustees of Tallahassee Community College (hereinafter referred to as “TCC”), whose address is 444 Appleyard Drive, Tallahassee, FL 32304, and The School Board of Gadsden County, Florida for and on behalf of Gadsden Technical Institute (hereinafter referred to as “GTI”), whose address is 631 S. Stewart Street, Quincy, FL 32351.

Purpose:

- The purpose of this Agreement is to increase communication and strengthen collaboration, to avoid duplication of courses and programs at TCC and GTI, and to provide a trained and skilled workforce prepared to meet the needs of area employers.

Each Party Agrees to:

- Meet in May of each calendar year, prior to the start of the Fall school year, and exchange the following information:
 - (1) A list of current career and technical certification courses and programs offered in Gadsden County, Florida high schools, GTI, and TCC;
 - (2) A list of courses and programs under consideration for the upcoming school year, to include the targeted student population, and data that supports the need for the courses and/or programs in Gadsden County or other shared service areas;
 - (3) Share appropriate GTI student data in accordance with FERPA with TCC to ensure seamless matriculation and academic pathways.
 - (4) Create career and technical certification feeder options either through a direct or reverse articulation. Identify strategies that increase student pathways into career and technical certifications.
 - (5) Agree to explore, publicize and promote joint enrollment opportunities to students in Gadsden County; Moreover, to pursue as a priority implementation of Subsection (21) of Section 1007.271, F.S
- Work together to create career pathways that offer a seamless articulation for students completing courses and programs at Gadsden Technical Institute to TCC programs and courses. Develop strategic workforce articulation agreements that increase student matriculation into TCC.

Duplication of programs are to be avoided. In the event a duplicate program is being considered, the party in question shall notice the other institution in writing 6 (six) months in advance. Subsequently, should the party desire to proceed with the program, they are to provide a written justification to the other party. The justification shall be supported with area employer letters indicating current workforce needs or labor market data supporting growth in the occupation or sector. The data must reflect a programmatic need that surpasses the current output of the existing program. Other data metrics may be requested dependent on the course or program under consideration.

The party with the existing program reserves the right to expand their existing program to meet employer demand, if feasible.

- The parties agree to participate in quarterly meetings in each calendar year between the Vice President for Workforce Innovation at TCC and the Principal at Gadsden Technical Institute (and other stakeholders) to discuss areas of challenge, success and opportunity, along with the opportunities to collaborate, which includes, but is not limited to co-branded events such as Celebration of Career and Technical Education in conjunction with other regional institutions.
- Participate in an annual debriefing each calendar year which includes the Board Chair of each institution, the Superintendent of the Gadsden County School Board, and the President of TCC, along with the parties' designees, to review each party's performance under this Agreement, and to determine how the parties can improve this Agreement to strengthen collaboration, avoid duplication of courses and programs, and provide a trained and skilled workforce for area employers. Additionally, the Superintendent and President will meet at least quarterly each calendar year to review the parties' performance under this Agreement.

Modification:

- This Agreement replaces any existing Agreement between TCC and Gadsden Technical Institute and may only be modified by mutual written agreement.

Duration:

- This Agreement shall take effect upon approval and signatures of authorized officials. This Agreement may be amended by mutual written agreement at any time or terminated at any time by either party upon advanced 30-day written notice. This Agreement shall remain in effect unless terminated or amended.

THE DISTRICT BOARD OF TRUSTEES OF
TALLAHASSEE COMMUNITY COLLEGE

THE SCHOOL BOARD OF GADSDEN
COUNTY, FLORIDA

Karen Moore
Board Chair
Date Signed: _____

Steve Scott
Board Chair
Date Signed: _____

Dr. Jim Murdaugh
President
Date Signed: _____

Roger Milton
Superintendent
Date Signed: _____



August 19, 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: Construction Status Report

Item Description

This item describes the status of various construction, renovation, remodeling and site improvement projects at all TCC locations for the Board of Trustees.

Overview and Background

The attached Construction Status report details the noteworthy construction and renovation projects being undertaken to support the educational mission of the College.

Past Actions by the Board

None.

Funding/ Financial Implications

All construction and renovation projects are funded prior to approval, with most being funded from capital improvement fees.

Recommended Action

Presented as an information item only.

CONSTRUCTION STATUS REPORT – AS OF AUGUST 2019

MAIN CAMPUS (SITE 1)

TASK	% COMPLETE	DUE DATE	NOTES
Foundation Classroom Renovations - CT 257	100%	Jan 2019	Complete
Foundation Classroom Renovations – CH 137	100%	March 2019	Complete
Foundation Classroom Renovations – HSS 111	75%	March 2019	Underway
Foundation Classroom Renovations – CH 245	65%	Fall 2019	Underway
Foundation Classroom Renovations – CH 254	65%	Fall 2019	Underway
Foundation Classroom Renovations – CH 259	45%	Fall 2019	Underway
Foundation Classroom Renovations – CH 260	45%	Fall 2019	Underway
Administration Building Glass Wall	60%	TBD	Schedule received; began mobilizing 5/28
AMTC Welding Lab	5%	TBD	Awaiting funding/AE proposals received
C-Cure Lock System Upgrade	80%	Dec 2019	Migration Main Campus Complete; FPSI in progress
Sidewalk Repairs, Elimination of Trip Hazards	Continuous	On-going	Ground 558 Trip Hazards and Replaced 20 sections of Sidewalk
CH 2 nd Floor West Wing Asbestos Abatement	100%	tbd	Asbestos abatement
SUSTAINABILITY	% COMPLETE	DUE DATE	NOTES
Hydration Stations	Continuous	On-going	Prevented 134,250 Plastic Bottles from going to landfills

GADSDEN (SITE 2)

TASK	% COMPLETE	DUE DATE	NOTES
None to report			

FLORIDA PUBLIC SAFETY INSTITUTE (SITE 3)

TASK	% COMPLETE	DUE DATE	NOTES
DM – Bldg. 9 - Old Dorm roof damage	20% Pre-Bid on 6/14	Oct 2019	Hurricane Damage - GMP pending August BOT approval.
AM – Bldg. 1 - Defensive Tactics roof damage	20% Pre-Bid on 6/14	Oct 2019	Hurricane Damage - GMP pending August BOT approval.

CENTER FOR INNOVATION (SITE 4)

TASK	% COMPLETE	DUE DATE	NOTES
None to report			

GHAZVINI CENTER FOR HEALTHCARE EDUCATION (SITE 5)

TASK	% COMPLETE	DUE DATE	NOTES
None to report			

WAKULLA ENVIRONMENTAL INSTITUTE (SITE 6)

TASK	% COMPLETE	DUE DATE	NOTES
None to report			

GENERAL NOTES/COMMENTS

FOUNDATION CLASSROOM RENOVATION SUMMARY

Renovated Classroom(s)	Cost to Date
DH 205 - Classroom Renovations	\$ 39,646.23
EN 116 - Classroom Renovations	\$ 57,787.03
HSS 111 - Classroom Renovations	\$ 39,826.28
CH 137 - Classroom Renovations	\$ 94,126.51
CH 245, 246, 247 & 248 - Classroom Renovations	\$ 63,032.84
CH 254, 255 & 256 - Classroom Renovations	\$ 11,316.46
CH 259, 258 & 257 - Classroom Renovations	\$ 31,170.53
CH 260, 261 & 262 - Classroom Renovations	\$ 14,322.00
CT 257 - Classroom Renovations	\$ 90,756.01
HSS 108 - Lecture Hall Renovation	\$ 71,926.79
HSS 112 - Classroom Renovations	\$ 46,194.51
SM 124 - Classroom Renovations	\$ 50,506.81
SM 125 - Classroom Renovations	\$ 76,718.99



August 19, 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: Florida Public Safety Institute Roof Restorations – Buildings 1 & 9

Item Description

This item requests approval of the attached three roofing material and services proposals for the Florida Public Safety Institute Dorm Annex (Old Dorms) and Defensive Tactics Roof Restorations.

Overview and Background

The Defensive Tactics and Dorm Annex (Old Dorm) buildings at the Florida Public Safety Institute sustained significant roofing damage during Hurricane Michael last year and require repairs. The below three proposals were received from Garland/DBS, Inc. and are recommended for all Roofing Materials and labor for the Restoration/Retrofit of the roofs for both buildings, for a total amount of \$1,396,264.00.

Proposal#: 25-FL-190747B	Dorm Annex Roof (Old Dorm)	\$ 333,072.00
Proposal#: 25-FL-190747	Defensive Tactics Roof	\$1,021,891.00
Proposal#: 25-FL-190747A	Defensive Tactics Roof/Structural Improvements	\$ 41,301.00

The above three proposals are being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement – MICPA#14-5903 with Cobb County, GA and U.S. Communities and should be viewed as the maximum price TCC will be charged under the agreement. Garland/DBS, Inc. (Florida General Contractor License #: CGC1517248) administered a competitive bid process for the project with the hopes of providing a lower market adjusted price whenever possible.

Funding/ Financial Implications

Funds for this project are provided from the College's local funds.

Past Actions by the Board

NONE

Recommended Action

Approve the attached three proposals from Garland/DBS, Inc. as presented.



Garland/DBS, Inc.
3800 East 91st Street
Cleveland, OH 44105
Phone: (800) 762-8225
Fax: (216) 883-2055



ROOFING MATERIAL AND SERVICES PROPOSAL

Tallahassee Community College
Florida Public Safety Training Center Old Dorms Roof Retrofit
444 Appleyard Drive
Tallahassee, FL 32304

Date Submitted: 06/24/2019

Proposal #: 25-FL-190747

MICPA # 14-5903

Florida General Contractor License #: CGC1517248

Purchase orders to be made out to: Garland/DBS, Inc.

Please Note: The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Cobb County, GA and U.S. Communities. This budget/estimate should be viewed as the maximum price an agency will be charged under the agreement. Garland/DBS, Inc. administered a competitive bid process for the project with the hopes of providing a lower market adjusted price whenever possible.

Scope of Work: Old Dorm Building

Roof Hugger Framing System

1. Mark the purlins on the top side of the roof
 - a. Spacing must not exceed 5' at any point notify owner representative if this condition exist
2. Do not remove any existing panels or clips
3. Install roof hugger system by aligning above roof framing with the existing purlin system
4. Press the roof hugger system down firmly and align with previously marked purlins
5. Fasten down hugger system using TFC ¼-14 DP3 fastener
6. Fasteners must be attached to the purlin, connection to existing roof panel is not acceptable
7. Fasteners should be place in pre-punched holes at a distance of 1' o.c.

Roof Hugger Framing System

1. Loose lay flute filler over existing roof system
2. Over lay Gypsum coverboard to match existing height of hugger system

R-Mer Span Panel Installation

1. Identify the center line for the area of work

Work may proceed in two directions from the centerline
2. Remove all film from the panel
3. Install eave trim cleat
 - a. Fasten every 12" o.c.
4. Install eave trim
 - a. Fasten every 12" o.c.
 - b. Minimum 3" away from roof edge
 - c. Eave foam installed over fasteners
5. Install Valley trim
 - a. Install continuous cleat
 - b. Fasten every 12" o.c.
 - c. From valley edge and caulk line to install foam sealant in the center
6. Prior to installing panel the top end must be folded using the "pan end tool"
7. Clips on eave and ridge will be inset 8"
8. Follow clip spacing per Garland Uplift
9. Install clip using 2 fasteners per clip
 - a. Fasteners must be TFC ¼-14 DP3
 - b. Fasteners must be attached to purlins
 - c. Drill bit extenders must be used to ensure fasteners are "not" driven at an angle
10. Use 6" step over clamps to hold clips in place while fastening

Use caution not to damage panel finish with clamp
11. Before securing panel install two rows of butyl sealant over foam
12. Panel must overhang eave edge by 1.5" to allow for thermal expansion and contraction
13. Install two rows of butyl sealant on inside of rib before installing the subsequent panel

14. Anchor centerline panel using a #30 drill bit and #44 1/8" pop rivets
15. Install subsequent panels
16. Panel alignment should be checked every 3 to 4 panels
17. Install gable clips 1" from roofs edge
18. Valley panels must be cut to match valley angle
 - a. Install gunnable butyl in two rows like the eave detail
 - b. Panel clips maybe installed over the cleat but not over the actual valley
19. Seam Cap will be installed
 - a. Factory applied butyl has already been installed
 - b. Ensure proper positioning before allowing solid contact
 - c. 3/4" overhang is required on eave edge
 - d. Hand crimp the top, bottom, and all clip locations of seam cap
20. Install edge stiffener
 - a. Hold in place using small step over clamps
 - b. Rivet into place using Garland color match rivets
21. Ridge cap should be test fit and proper location marked on the panel rib
22. Install factory provided head closure
 - a. Fasten into place with 1/8" pop rivets
 - b. Caulk the backside of head closure
23. Installing ridge cap
 - a. Install butyl tape over the head closure
 - b. Install ridge cleat fastening to head closure every 6" o.c.
24. Gable end rake edge install
 - a. Dry fit rake edge to mark location for rake edge cleat
 - b. Field modify rake edge to ensure proper fit
 - c. Instruction will be located in the FT Section of the Shop Drawings
25. Mechanically seam clip
 - a. Fold down 3/4" over hang with duck bill vice grip
 - b. Tap flush with rubber mallet

Install new R-Mer Wall Panels

1. Install 16 gauge hat channel to existing substructure
2. Attach Garland 22 gauge flat stock to hat channel to create solid surface
3. Install wall panel clips per uplift requirements
4. Install wall panels per shop drawing guidelines

Install new gutter and down spouts

1. Install new gutters box
2. Install new downspouts
 - a. Tie into ground level plumbing where existing

Line Item Pricing

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
14.11.09	METAL ROOFING SYSTEMS - LOW SLOPE & STEEP SLOPE (2): INSULATION OPTIONS FOR ARCHITECTURAL STANDING SEAM ROOF INSTALLATION OVER SUBSTRATE: INSULATION OPTION: - Structural Application Over an Existing Roof Using Steel Furring - Mechanically Fastened Polyisocyanurate on Existing Roof with an R-Value of 20	\$ 3.58	10400	SF	\$ 37,232
4.24	Insulation Recovery Board & Insulations Options: RECOVERY BOARD TYPE 1/2" Treated Gypsum Insulation Board with Glass-Mat (e.g. DensDeck / Securock / Equal) Installed Over an Existing Roof Mechanically Fastened to Roof Deck - Wood / Tectum Deck	\$ 1.50	10400	SF	\$ 15,600
	Roof Huggers Standing Seam Retrofit Framing System.	\$ 3.37	2600	LF	\$ 8,762
14.21.07	METAL ROOFING SYSTEMS - LOW SLOPE & STEEP SLOPE (2): ROOF CONFIGURATION Architectural or Structural Standing Seam Roof System; Seam Height At or Above 2": THICKNESS OPTION: - Bare Galvalume Coated Steel or Equal Panel Price - 22 Ga, 18" - 19" Wide Panels	\$ 5.25	10400	SF	\$ 54,600
14.21.09	METAL ROOFING SYSTEMS - LOW SLOPE & STEEP SLOPE (2): ROOF CONFIGURATION Architectural or Structural Standing Seam Roof System; Seam Height At or Above 2": PANEL WIDTH OPTION: - Add for 16" - 17" Panel Width - Galvalume Coated Steel or Equal	\$ 0.35	10400	SF	\$ 3,640
14.21.12	METAL ROOFING SYSTEMS - LOW SLOPE & STEEP SLOPE (2): ROOF CONFIGURATION Architectural or Structural Standing Seam Roof System; Seam Height At or Above 2": COLOR OPTION: - Add for Designer Colors - Fluorocarbon Paint System Over Aluminum or Galvalume Coated Steel Or Equal	\$ 1.25	10400	SF	\$ 13,000
14.21.33	METAL ROOFING SYSTEMS - LOW SLOPE & STEEP SLOPE (2): ROOF CONFIGURATION Architectural or Structural Standing Seam Roof System; Seam Height At or Above 2": PANEL INSTALLATION OPTION: - Structural Application - At or Above 3:12 Slope - Installed Over Retrofit Framing System	\$ 12.13	10400	SF	\$ 126,152

	Sub Total Prior to Multipliers				\$ 258,986
22.31	JOB SITE SPECIFIC MULTIPLIERS APPLIED TO EACH LINE ITEM ON ASSOCIATE JOB: MULTIPLIER - ROOF IS CONSIDERED NON-STANDARD ARCHITECTURE OR HAS GREATER THAN 4/12 SLOPE Multiplier Applied when Roof Area is not Boxed-Shaped, Contains Multiple Sharp Angles and/or Curves, or the Roof has a Greater than 4/12 Slope, Very Steep.				
		35%	%	\$	90,645
	Sub-Totals After Multipliers				\$ 349,631

Base Bid Total Maximum Price of Line Items under the MICPA: \$ 349,631

Proposal Price Based Upon Market Experience: \$ 333,072

Garland/DBS Price Based Upon Local Market Competition:

1	ACME Roofing & Sheet Metal Co., Inc.	\$ 333,072
2	Ferrara Consultants & Space Age Roof Tech, LLC	\$ 376,503
3	Crawford Roofing	\$ 404,548

Potential issues that could arise during the construction phase of the project will be addressed via unit pricing for additional work beyond the scope of the specifications. This could range anywhere from wet insulation, to the replacement of deteriorated wood nailers. Proposal pricing valid 60 days from proposal date.

Clarifications/Exclusions:

1. Sales and use taxes are excluded. Please issue a Tax Exempt Certificate.
2. Permits are excluded.
3. Bonds are included.
4. Plumbing, Mechanical, Electrical work is excluded.
5. Masonry work is excluded.
6. Temporary protection is excluded.
7. Prevailing Wages are excluded.
8. Any work not exclusively described in the above proposal scope of work is excluded.

If you have any questions regarding this proposal, please do not hesitate to call me at my number listed below.

Respectfully Submitted,

Joe Slovasky

Joe Slovasky
Garland/DBS, Inc.
(216) 430-3523



Garland/DBS, Inc.
3800 East 91st Street
Cleveland, OH 44105
Phone: (800) 762-8225
Fax: (216) 883-2055



ROOFING MATERIAL AND SERVICES PROPOSAL

**Tallahassee Community College
Florida Public Safety Training Center Defensive Tactics Roof Retrofit
444 Appleyard Drive
Tallahassee, FL 32304**

Date Submitted: 06/24/2019

Proposal #: 25-FL-190747

MICPA # 14-5903

Florida General Contractor License #: CGC1517248

Purchase orders to be made out to: Garland/DBS, Inc.

Please Note: The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Cobb County, GA and U.S. Communities. This budget/estimate should be viewed as the maximum price an agency will be charged under the agreement. Garland/DBS, Inc. administered a competitive bid process for the project with the hopes of providing a lower market adjusted price whenever possible.

Scope of Work: Defensive Tactics Retrofit

Roof Hugger Framing System

1. Mark the purlins on the top side of the roof
 - a. Spacing must not exceed 5' at any point notify owner representative if this condition exist
2. Do not remove any existing panels or clips
3. Install roof hugger system by aligning above roof framing with the existing purlin system
4. Press the roof hugger system down firmly and align with previously marked purlins
5. Fasten down hugger system using TFC ¼-14 DP3 fastener
6. Fasteners must be attached to the purlin, connection to existing roof panel is not acceptable
7. Fasteners should be place in pre-punched holes at a distance of 1' o.c.

Roof Hugger Framing System

1. Loose lay flute filler over existing roof system
2. Over lay Gypsum coverboard to match existing height of hugger system

R-Mer Span Panel Installation

1. Identify the center line for the area of work

Work may proceed in two directions from the centerline

2. Remove all film from the panel
3. Install eave trim cleat
 - a. Fasten every 12" o.c.
4. Install eave trim
 - a. Fasten every 12" o.c.
 - b. Minimum 3" away from roof edge
 - c. Eave foam installed over fasteners
5. Install Valley trim
 - a. Install continuous cleat
 - b. Fasten every 12" o.c.
 - c. From valley edge and caulk line to install foam sealant in the center
6. Prior to installing panel the top end must be folded using the "pan end tool"
7. Clips on eave and ridge will be inset 8"
8. Follow clip spacing per Garland Uplift
9. Install clip using 2 fasteners per clip
 - a. Fasteners must be TFC ¼-14 DP3
 - b. Fasteners must be attached to purlins
 - c. Drill bit extenders must be used to ensure fasteners are "not" driven at an angle
10. Use 6" step over clamps to hold clips in place while fastening
Use caution not to damage panel finish with clamp
11. Before securing panel install two rows of butyl sealant over foam
12. Panel must overhang eave edge by 1.5" to allow for thermal expansion and contraction
13. Install two rows of butyl sealant on inside of rib before installing the subsequent panel
14. Anchor centerline panel using a #30 drill bit and #44 1/8" pop rivets
15. Install subsequent panels
16. Panel alignment should be checked every 3 to 4 panels
17. Install gable clips 1" from roofs edge
18. Valley panels must be cut to match valley angle
 - a. Install gunnable butyl in two rows like the eave detail
 - b. Panel clips maybe installed over the cleat but not over the actual valley
19. Seam Cap will be installed
 - a. Factory applied butyl has already been installed
 - b. Ensure proper positioning before allowing solid contact
 - c. ¾" overhang is required on eave edge
 - d. Hand crimp the top, bottom, and all clip locations of seam cap
20. Install edge stiffener
 - a. Hold in place using small step over clamps
 - b. Rivet into place using Garland color match rivets
21. Ridge cap should be test fit and proper location marked on the panel rib
22. Install factory provided head closure

- a. Fasten into place with 1/8" pop rivets
- b. Caulk the backside of head closure
- 23. Installing ridge cap
 - a. Install butyl tape over the head closure
 - b. Install ridge cleat fastening to head closure every 6" o.c.
- 24. Gable end rake edge install
 - a. Dry fit rake edge to mark location for rake edge cleat
 - b. Field modify rake edge to ensure proper fit
 - c. Instruction will be located in the FT Section of the Shop Drawings
- 25. Mechanically seam clip
 - a. Fold down 3/4" over hang with duck bill vice grip
 - b. Tap flush with rubber mallet

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- 1. Install 16 gauge hat channel to existing substructure
- 2. Attach Garland 22 gauge flat stock to hat channel to create solid surface
- 3. Install wall panel clips per uplift requirements
- 4. Install wall panels per shop drawing guidelines

Install new gutter and down spouts

- 1. Install new gutters box
- 2. Install new downspouts
 - a. Tie into ground level plumbing where existing

Line Item Pricing

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
14.11.09	METAL ROOFING SYSTEMS - LOW SLOPE & STEEP SLOPE (2): INSULATION OPTIONS FOR ARCHITECTURAL STANDING SEAM ROOF INSTALLATION OVER SUBSTRATE: INSULATION OPTION: - Structural Application Over an Existing Roof Using Steel Furring - Mechanically Fastened Polyisocyanurate on Existing Roof with an R-Value of 20	\$ 3.58	38000	SF	\$ 136,040
4.24	Insulation Recovery Board & Insulations Options: RECOVERY BOARD TYPE 1/2" Treated Gypsum Insulation Board with Glass-Mat (e.g. DensDeck / Securock / Equal) Installed Over an Existing Roof Mechanically Fastened to Roof Deck - Wood / Tectum Deck	\$ 1.50	38000	SF	\$ 57,000
	Roof Huggers Standing Seam Retrofit Framing System.	\$ 3.37	11000	LF	\$ 37,070

14.21.07	METAL ROOFING SYSTEMS - LOW SLOPE & STEEP SLOPE (2): ROOF CONFIGURATION Architectural or Structural Standing Seam Roof System; Seam Height At or Above 2": THICKNESS OPTION: - Bare Galvalume Coated Steel or Equal Panel Price - 22 Ga, 18" - 19" Wide Panels	\$ 5.25	38000	SF	\$ 199,500
14.21.09	METAL ROOFING SYSTEMS - LOW SLOPE & STEEP SLOPE (2): ROOF CONFIGURATION Architectural or Structural Standing Seam Roof System; Seam Height At or Above 2": PANEL WIDTH OPTION: - Add for 16" - 17" Panel Width - Galvalume Coated Steel or Equal	\$ 0.35	38000	SF	\$ 13,300
14.21.12	METAL ROOFING SYSTEMS - LOW SLOPE & STEEP SLOPE (2): ROOF CONFIGURATION Architectural or Structural Standing Seam Roof System; Seam Height At or Above 2": COLOR OPTION: - Add for Designer Colors - Fluorocarbon Paint System Over Aluminum or Galvalume Coated Steel Or Equal	\$ 1.25	38000	SF	\$ 47,500
14.21.33	METAL ROOFING SYSTEMS - LOW SLOPE & STEEP SLOPE (2): ROOF CONFIGURATION Architectural or Structural Standing Seam Roof System; Seam Height At or Above 2": PANEL INSTALLATION OPTION: - Structural Application - At or Above 3:12 Slope - Installed Over Retrofit Framing System	\$ 12.13	38000	SF	\$ 460,940
	Sub Total Prior to Multipliers				\$ 951,350
22.31	JOB SITE SPECIFIC MULTIPLIERS APPLIED TO EACH LINE ITEM ON ASSOCIATE JOB: MULTIPLIER - ROOF IS CONSIDERED NON-STANDARD ARCHITECTURE OR HAS GREATER THAN 4/12 SLOPE Multiplier Applied when Roof Area is not Boxed-Shaped, Contains Multiple Sharp Angles and/or Curves, or the Roof has a Greater than 4/12 Slope, Very Steep.	35%		%	\$ 332,973
	Sub-Totals After Multipliers				\$ 1,284,323

Base Bid Total Maximum Price of Line Items under the MICPA: \$ 1,284,323

Proposal Price Based Upon Market Experience: \$ 1,021,891

Garland/DBS Price Based Upon Local Market Competition:

1	ACME Roofing & Sheet Metal Co., Inc.	\$ 1,021,891
2	Ferrara Consultants & Space Age Roof Tech, LLC	\$ 1,148,764
3	Crawford Roofing	\$ 1,231,175

Potential issues that could arise during the construction phase of the project will be addressed via unit pricing for additional work beyond the scope of the specifications. This could range anywhere from wet insulation, to the replacement of deteriorated wood nailers. Proposal pricing valid 60 days from proposal date.

Clarifications/Exclusions:

1. Sales and use taxes are excluded. Please issue a Tax Exempt Certificate.
2. Permits are excluded.
3. Bonds are included.
4. Plumbing, Mechanical, Electrical work is excluded.
5. Masonry work is excluded.
6. Temporary protection is excluded.
7. Prevailing Wages are excluded.
8. Any work not exclusively described in the above proposal scope of work is excluded.

If you have any questions regarding this proposal, please do not hesitate to call me at my number listed below.

Respectfully Submitted,

Joe Slovasky

Joe Slovasky
Garland/DBS, Inc.
(216) 430-3523



Garland/DBS, Inc.
3800 East 91st Street
Cleveland, OH 44105
Phone: (800) 762-8225
Fax: (216) 883-2055



ROOFING MATERIAL AND SERVICES PROPOSAL

**Tallahassee Community College
Florida Public Safety Training Center Defensive Tactics Structural Improvements
444 Appleyard Drive
Tallahassee, FL 32304**

Date Submitted: 06/24/2019

Proposal #: 25-FL-190747

MICPA # 14-5903

Florida General Contractor License #: CGC1517248

Purchase orders to be made out to: Garland/DBS, Inc.

Please Note: The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Cobb County, GA and U.S. Communities. This budget/estimate should be viewed as the maximum price an agency will be charged under the agreement. Garland/DBS, Inc. administered a competitive bid process for the project with the hopes of providing a lower market adjusted price whenever possible.

Scope of Work: Defensive Tactics Building Structural Improvements

1. Open existing gable wall panel allowing access for new structural materials
2. Create a temporary dry-in cap to cover access point daily
3. Structural improvements will follow the details supplied by the structural engineer
4. Safety and Fire plan must be submitted and approved prior to the commencement of work. OSHA and AWS guidelines must be followed.

Proposal Price Based Upon Market Experience: \$ 41,301

Garland/DBS Price Based Upon Local Market Competition:

1	Ferrara Consultants & Space Age Roof Tech, LLC	\$	41,301
2	ACME Roofing & Sheet Metal Co., Inc.	\$	53,925
3	Bel-Mac Roofing	\$	62,830

Potential issues that could arise during the construction phase of the project will be addressed via unit pricing for additional work beyond the scope of the specifications. This could range anywhere from wet insulation, to the replacement of deteriorated wood nailers. Proposal pricing valid 60 days from proposal date.

Clarifications/Exclusions:

1. Sales and use taxes are excluded. Please issue a Tax Exempt Certificate.
2. Permits are excluded.
3. Bonds are included.
4. Plumbing, Mechanical, Electrical work is excluded.
5. Masonry work is excluded.
6. Temporary protection is excluded.
7. Prevailing Wages are excluded.
8. Any work not exclusively described in the above proposal scope of work is excluded.

If you have any questions regarding this proposal, please do not hesitate to call me at my number listed below.

Respectfully Submitted,

Joe Slovasky

Joe Slovasky
Garland/DBS, Inc.
(216) 430-3523

CONTRACT AMENDMENT
Sealed Bid # 14-5903

Date of Amendment: May 29, 2019

Owner: Cobb County Board of Commissioners. Cobb County, Georgia
Contractor: Garland/DBS, Inc.
Project: Roofing Supplies and Services, Waterproofing and Related Products and Services

Current Contract Term: January 1, 2019 to December 31, 2019

This action amends the current contract dated September 22, 2014, for Sealed Bid # 14-5903. It is valid when signed by both the Owner and Contractor. The signature of the Contractor indicates his agreement herewith, including any adjustments in the contract pricing, contract term, or contract scope. This price and payment constitutes full compensation for all costs in connection with and incidental to items and services specified in the Contract.

Item # 1: Approval of Price Increase

This amendment serves as confirmation that Cobb County Government has approved an average price increase of 4.99% on the total product line for materials listed under Garland/DBS, Inc.'s current Manufacturer's Price Lists. This increase will be retroactive to March 15, 2019.

Prices for roofing supplies and services, waterproofing, and related products and services (Attachment B) currently posted on the Omnia partners/ US Communities website will remain unchanged. Barring any unforeseen changes in market conditions, all prices will remain firm through December 31, 2019.

Item # 2 – Contract Extension

The contract will be extended for thirty (30) additional days and will be effective through January 30, 2020. Participating public entities may initiate contracts for projects under this Master Agreement until the end of the extended contract term. Agreements for projects initiated on or before January 30, 2020 shall remain in effect until the project completion date. Terms and conditions set forth in this agreement shall continue to be applicable for contracts executed on or before January 30, 2020.

ACCEPTED - The above listed terms and conditions of this Amendment are satisfactory and are hereby accepted.

OWNER

Cobb County Board of Commissioners
100 Cherokee Street
Marietta, Georgia 30090

Signed: *Joe Tammie*
Title: *Purchasing Director*
Date: *6/20/2019*

CONTRACTOR

Garland/DBS, Inc.
3800 East 91th Street
Cleveland, Ohio 44105

Signed: *Frank A. Percakiantis*
Title: *Controller + Authorized Signer*
Date: *06/18/2019*

CONTRACT AMENDMENT
Sealed Bid # 14-5903

Date of Amendment: April 24, 2018

Owner: Cobb County Board of Commissioners, Cobb County, Georgia
Contractor: Garland/DBS, Inc.
Project: Roofing Supplies and Services, Waterproofing and Related Products and Services

Current Contract Term: January 1, 2018 to December 31, 2018

This action amends the current contract dated September 22, 2014, for Sealed Bid # 14-5903. It is valid when signed by both the Owner and Contractor. The signature of the Contractor indicates his agreement herewith, including any adjustments in the contract pricing, contract term, or contract scope. This price and payment constitutes full compensation for all costs in connection with and incidental to items and services specified in the Contract.

Item # 1: Approval of Price Increase

This amendment serves as confirmation that Cobb County Government has approved an average price increase of 3.10% on the total product line for materials listed under Garland/DBS, Inc.'s current Manufacturer's Price Lists. This increase will be retroactive to March 15, 2018.

Prices for roofing supplies and services, waterproofing, and related products and services (Attachment B) currently posted on the US Communities website will remain unchanged. Barring any unforeseen changes in market conditions, all prices will remain firm through December 31, 2018.

Item # 2 - Contract Extension

The County will exercise its option to extend the current contract for an additional one year period. The effective date of the contract extension will commence on January 1, 2019 and end on December 31, 2019.

ACCEPTED - The above listed terms and conditions of this Amendment are satisfactory and are hereby accepted.

OWNER

Cobb County Board of Commissioners
100 Cherokee Street
Marietta, Georgia 30090

Signed: Joe Tommie
Title: Purchasing Director
Date: 4/30/2018

CONTRACTOR

Garland/DBS, Inc.
3800 East 91th Street
Cleveland, Ohio 44105

Signed: Frank A. Percacianze
Title: CONTROLLER & AUTHORIZED CONTRACTORS
Date: 04/27/2018

CONTRACT AMENDMENT
Sealed Bid # 14-5903

Date of Amendment: May 18, 2017

Owner: Cobb County Board of Commissioners. Cobb County, Georgia
Contractor: Garland/DBS, Inc.
Project: Roofing Supplies and Services, Waterproofing and Related Products and Services

Current Contract Term: January 1, 2017 to December 31, 2017

This action amends the current contract dated September 22, 2014, for Sealed Bid # 14-5903. It is valid when signed by both the Owner and Contractor. The signature of the Contractor indicates his agreement herewith, including any adjustments in the contract pricing, contract term, or contract scope. This price and payment constitutes full compensation for all costs in connection with and incidental to items and services specified in the Contract.

Item # 1: Approval of Price Increase

This amendment serves as confirmation that Cobb County Government has approved an average price increase of 3.78% on the total product line for materials listed under Garland/DBS, Inc.'s current Manufacturer's Price Lists. This increase will be retroactive to February 2, 2017. Prices for roofing supplies and services, waterproofing, and related products and services (Attachment B) currently posted on the US Communities website will remain unchanged. Barring any unforeseen changes in market conditions, all prices will remain firm through December 31, 2017.

Item # 2: Product Line Addition

This amendment serves as confirmation that Cobb County Government has approved the addition of a line of water proofing products supplied by Urethane Polymers International, a Garland Industries subsidiary. UPI products listed on the revised price proposal sheet will be available under this Master Agreement and prices shall remain firm through December 31, 2017.

ACCEPTED - The above listed terms and conditions of this Amendment are satisfactory and are hereby accepted.

OWNER

Cobb County Board of Commissioners
100 Cherokee Street
Marietta, Georgia 30090

Signed: *Joe Thomas*

Title: *Purchasing Director*

Date: *5/24/2017*

CONTRACTOR

Garland/DBS, Inc.
3800 East 91th Street
Cleveland, Ohio 44105

Signed: *Zhal*

Title: *CONTROLLER & SIGNER* ^{AUTHORIZED}

Date: *05/22/2017*

CONTRACT AMENDMENT
Sealed Bid # 14-5903

Date of Amendment: August 4, 2015

Owner: Cobb County Board of Commissioners. Cobb County, Georgia
Contractor: Garland/DBS, Inc.
Project: Roofing Supplies and Services, Waterproofing and Related Products and Services

Current Contract Term: January 1, 2014 to December 31, 2017

This action amends the current contract dated September 22, 2014, for Sealed Bid # 14-5903. It is valid when signed by both the Owner and Contractor. The signature of the Contractor indicates his agreement herewith, including any adjustments in the contract pricing, contract term, or contract scope. This price and payment constitutes full compensation for all costs in connection with and incidental to items and services specified in the Contract.

Item # 1: Approval of Price Increase

This amendment serves as confirmation that Cobb County Government has approved an average price increase of 1.3% on the total product line for materials listed under Garland/DBS, Inc.'s Manufacturer's Price Lists. This increase will be retroactive to May 1, 2015.

Prices for roofing supplies and services, waterproofing, and related products and services (Attachment B) currently posted on the U.S. Communities website will remain unchanged. Barring any unforeseen changes in market conditions, all prices will remain firm through December 31, 2016.

ACCEPTED - The above listed terms and conditions of this Amendment are satisfactory and are hereby accepted.

OWNER

Cobb County Board of Commissioners
100 Cherokee Street
Marietta, Georgia 30090

Signed: Joe Tommie

Title: Purchasing Director

Date: 08/06/2015

CONTRACTOR

Garland/DBS, Inc.
3800 East 91th Street
Cleveland, Ohio 44105

Signed: Frank Perdomante

Title: FRANK PERDOMANTE ^{AUTHORIZED} CONTROLLER + SIGNER

Date: 08/05/15

CONTRACT AMENDMENT
Sealed Bid # 14-5903

Date of Amendment: April 6, 2015

Owner: Cobb County Board of Commissioners, Cobb County, Georgia
Contractor: Garland/DBS, Inc.
Project: Roofing Supplies and Services, Waterproofing and Related Products and Services

Current Contract Term: January 1, 2014 to December 31, 2017

This action amends the current contract dated September 22, 2014, for Sealed Bid # 14-5903. It is valid when signed by both the Owner and Contractor. The signature of the Contractor indicates his agreement herewith, including any adjustments in the contract pricing, contract term, or contract scope. This price and payment constitutes full compensation for all costs in connection with and incidental to items and services specified in the Contract.

Item # 1: Verification of Contract Scope – Waterproofing and Related Products and Services

This amendment serves as confirmation that Waterproofing and Related Products and Services were solicited under the original contract scope for Bid # 14-5903. Materials related to waterproofing and related services were listed in the Pricing section (Attachment B) of the solicitation document and Garland/DBS, Inc. provided unit prices for these items in their bid response. It was the intent of Bid # 14-5903 to include these items so that Cobb County, GA and other governmental entities could utilize the contract for roofing related waterproofing projects, as well as, interior and exterior building stand-alone waterproofing projects.

ACCEPTED - The above listed terms and conditions of this Amendment are satisfactory and are hereby accepted.

OWNER

Cobb County Board of Commissioners
100 Cherokee Street
Marietta, Georgia 30090

Signed: Joe Terrence

Title: Purchasing Director

Date: 4/07/2015

CONTRACTOR

Garland/DBS, Inc.
3800 East 91th Street
Cleveland, Ohio 44105

Signed: Frank A. Percacciani

Title: FRANK A. PERCACCIANI ^{CONTROLLER} AUTHORIZED SIGNER

Date: 04/07/2015

MASTER AGREEMENT

(CONTRACT)

Reference No. 14905

Scanned Date: _____

PAGE 1 OF 1 DATE: _____

MASTER AGREEMENT

OWNER: COBB COUNTY BOARD OF COMMISSIONERS

100 CHEROKEE STREET

MARIETTA, GA 30060

CONTRACTOR: GARLAND/DBS, INC.

3800 EAST 91ST STREET, CLEVELAND

OHIO 44105

WORK: ROOFING SUPPLIES AND SERVICES, WATERPROOFING AND RELATED PRODUCTS AND SERVICES: The undersigned parties understand and agree to comply with and be bound by the entire contents of Scaled Bid # 14-5903 : ROOFING SUPPLIES AND SERVICES, WATERPROOFING AND RELATED PRODUCTS AND SERVICES PROJECT MANUAL (aka, the Contractor's Bid Proposal submitted March 27,2014) which is incorporated here in by reference. Contractor understands and agrees that the bonds and insurance required by the Project Manual are to be kept current at all times through the length of each term and for 90 Days following completion of each term. Bonds and insurance must be renewed and presented to the owner at the time of each renewal term if Owner chooses to renew. Bonds and insurance shall be written by a firm acceptable to the Owner as specified in the Project Manual.

TERM: January 1, 2015 to December 31, 2017, with full renewal options per the Project Manual. Owner shall exercise renewal options by issuance and delivery to Contractor of a written notice to renew this Agreement.

PROJECT: ROOFING SUPPLIES AND SERVICES, WATERPROOFING AND RELATED PRODUCTS AND SERVICES in accordance with the Project Manual.

PRICE: Price as stated for all schedules included in the Project Manual.

BILLING: All original invoices shall be submitted directly to the Cobb County Finance Department. Invoices shall bill only for Work completed during the period covered by the invoice and shall clearly identify such work in accordance with invoicing guidelines in the Project Manual.

IN WITNESS WHEREOF, this Agreement has been executed by Owner and accepted by Contractor to be effective as of the date first above written.



Cobb County Board of Commissioners

Cobb County... Expect the Best!

Garland /DBS, Inc.

100 Cherokee Street

East 91st Street

Marietta, GA 30060

Cleveland, Ohio 44195

[Signature of Tim Lee]

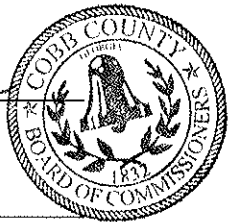
[Signature of David Sokol]

Tim Lee, Chairman

DAVID SOKOL, PRESIDENT
Date: 08/28/2014

Date: 9/22/2014

FEDERAL TAX ID NUMBER: 27-0288466



APPROVED AS TO FORM

[Signature of County Attorney]

COUNTY ATTORNEY'S OFFICE

APPROVED
PER MINUTES OF
COBB COUNTY
BOARD OF COMMISSIONERS
7/22/2014



August 19, 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: Fund Analysis - July

Item Description

This item is to provide the Board a summary of the College's operating revenues and expenses as of 7/31/2019.

Overview and Background

As directed in the Florida Public Community College Accounting Manual, revenues from state appropriations, student tuition and fees, interest earned, and other contributions are recorded and monitored in the College's operating fund (fund 1). Expenditures for direct instruction expenses are also recorded in the operating fund.

In accordance with Florida Statutes (1011.01), the Board of Trustees must approve the College's operating fund budget each fiscal year. The College monitors the operating fund activity to ensure approved budget limits are maintained. Additionally, the Board has requested a report of all purchases over \$100,000, but less than \$325,000. The report for the month of July is attached to this item.

Past Actions by the Board

For information only, no Board action required.

Funding/ Financial Implications

The College continues to be in sound financial condition.

Recommended Action

For information only, no Board action required.

**Tallahassee Community College
Fund Analysis
Unrestricted Current Fund
As of July 31, 2019**

REVENUE	Budgeted	Received Year to Date	Budgeted Balance				
Student Fees	\$ 25,141,465	5,297,422	\$ 19,844,043				
State Support	34,179,013	2,398,414	\$ 31,780,599				
Federal Support	375,000	35,041	\$ 339,959				
Other Revenue	580,000	119,695	\$ 460,305				
Non-Revenue Sources	1,567,691	-	\$ 1,567,691				
TOTAL REVENUE	\$ 61,843,169	\$ 7,850,572	\$ 53,992,597				
EXPENSES	Budgeted	Expended Year to Date	July Expenses	% of YTD Expenses	Prior Year (PY) Budget	PY YTD Expenses	PY % of YTD Expenses
<u>PERSONNEL COSTS</u>							
Administrative	\$ 3,500,735	\$ 283,186	\$ 283,186	8%	\$ 3,203,115	\$ 265,098	8%
Instructional	12,178,112	1,251,144	\$ 1,251,144	10%	11,071,010	1,384,673	13%
Non-Instructional	16,204,691	1,373,758	\$ 1,373,758	8%	16,740,894	1,310,874	8%
OPS	5,557,476	356,920	\$ 356,920	6%	5,879,441	334,010	6%
Personnel Benefits	10,702,155	855,711	\$ 855,711	8%	10,372,933	818,883	8%
TOTAL PERSONNEL COSTS	\$ 48,143,169	\$ 4,120,720	\$ 4,120,720	9%	\$ 47,267,393	\$ 4,113,538	9%
<u>CURRENT EXPENSES</u>							
Services	\$ 4,843,864	\$ 179,774	\$ 179,774	4%	\$ 4,774,375	\$ 304,500	6%
Material & Supplies	3,329,612	241,230	\$ 241,230	7%	3,341,739	107,762	3%
Other Current Charges	5,276,525	477,898	\$ 477,898	9%	5,133,886	343,671	7%
TOTAL CURRENT EXPENSES	\$ 13,450,000	\$ 898,902	\$ 898,902	7%	\$ 13,250,000	\$ 755,933	6%
CAPITAL OUTLAY	\$ 250,000	\$ -	\$ -	0%	\$ 700,000	\$ -	0%
TOTAL EXPENSES	\$ 61,843,169	\$ 5,019,622	\$ 5,019,622	8%	\$ 61,217,393	\$ 4,869,471	8%

Purchase Orders from \$100,000 to \$324,999 +

Issued in June & July 2019

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-010330	6/19/2019	Jones Welding	124,848.00	Lincoln Welding Machines & Accessories	TCC Bid # 2019-05
PO-010362	7/1/2019	Instructure, Inc.	175,152.00	Canvas Higher Ed Subscription & Support	Exempt per FAC6A14.0734(2)(g) Information technology resources defined as all forms of technology used to create, process, store, transmit, exchange and use information in various forms of voice, video and data, and shall also include the personnel costs and contracts that provide direct information technology support consistent with each individual college's information technology plan.
PO-010373	7/1/2019	Workday	200,000.00	Travel Expenses for Workday	Exempt from the solicitation process per 6A-14.0734(2)(F), Professional services, including, but not limited to, artistic services, instructional services, health services, academic program reviews, lectures by individuals, attorneys, legal services, auditors, and management consultants.
PO-010374	7/1/2019	Centennial Bank	115,500.00	Monthly lease payments for Centennial Bank space	Exempt per FAC 6A-14.0734 (2) (e) Services or commodities available only from a single or sole source.
PO-010455	7/2/2019	Reinhart Food Service	300,000.00	Food and food products for FPSI cafeteria	EXEMPT PER FAC 6A-14.0734 (2) (D) FOOD
PO-010458	7/2/2019	Cheney Brothers Inc.	200,000.00	Food and food products for FPSI cafeteria	EXEMPT PER 6A-14.0734 (2) (D) FOOD
PO-010473	7/2/2019	Starbucks Corporation	100,000.00	Food and beverage products for Starbucks Store	EXEMPT PER 6A-14.0734 (2) (D) FOOD
PO-010534	7/2/2019	National Association of Charter School Authorizers	163,500.00	Charter School Program Grant Application Management	Exempt from the solicitation process per 6A-14.0734(2)(F), Professional services, including, but not limited to, artistic services, instructional services, health services, academic program reviews, lectures by individuals, attorneys, legal services, auditors, and management consultants.

Purchase Orders from \$100,000 to \$324,999 +

Issued in June & July 2019

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-010567	7/3/2019	Mark Russell	305,448.00	Database management consultant to collect, maintain, analyze, and report confidential youth offender information utilizing unique software developed by the vendor specifically for analysis of Juvenile Justice Information System data and required by the Department of Juvenile Justice.	Exempt from the solicitation process per 6A-14.0734(2)(F), Professional services, including, but not limited to, artistic services, instructional services, health services, academic program reviews, lectures by individuals, attorneys, legal services, auditors, and management consultants.
PO-010575	7/3/2019	Marlins Stadium Operator, LLC	175,000.00	Advertising at Florida Marlins Stadium	Exempt per FAC 6A-14.0734 (2) (e) Services or commodities available only from a single or sole source.
PO-010577	7/3/2019	Tampa Bay Rays Baseball Ltd.	175,000.00	Advertising at Tampa Bay Rays Baseball Stadium	Exempt per FAC 6A-14.0734 (2) (e) Services or commodities available only from a single or sole source.
PO-010618	7/3/2019	Talquin Electric Cooperative	300,000.00	Electical usage at FPSI Campus	Exempt per FAC 6A-14.0734 (2) (e) Services or commodities available only from a single or sole source.
PO-010660	7/8/2019	SHI	180,892.92	Microsoft software subscriptions & licenses	DMS State Contract #43230000-15-02 Microsoft Premier Support and Consulting Services
PO-010685	7/8/2019	Hayes e-Government Resources, Inc.	264,000.00	Hosted Ayaya Phone Contract, year 3 of 8	Exempt per FAC 6A-14.0734(2)(G) Information technology resources defined as all forms of technology used to create, process, store, transmit, exchange and use information in various forms of voice, video and data, shall also include the personnel costs and contracts that provide direct information technology support consistent with each individual college's information technology plan.
PO-010813	7/12/2019	Dept. of Management Services, Div. of Telecommunications	124,218.00	Telephone services for TCC	Per State Contract DMS-08/09-057

Purchase Orders from \$100,000 to \$324,999 +

Issued in June & July 2019

Purchase Order	Purchase Order Date	Supplier	Total PO Amount	Description	Approval/Exemption
PO-010830	7/15/2019	City of Tallahassee Utilities	127,775.00	Various services provided by the City of Tallahassee for Ghazvini Healthcare Center	Exempt per FAC 6A-14.0734 (2) (e) Services or commodities available only from a single or sole source.
PO-010843	7/15/2019	Andrews, Crabtree, Knox & Longfellow, LLP	195,000.00	Legal services for the TCC District Board of Trustees and the College	Exempt from the solicitation process per 6A-14.0734(2)(F), Professional services, including, but not limited to, artistic services, instructional services, health services, academic program reviews, lectures by individuals, attorneys, legal services, auditors, and management consultants.
PO-010844	7/15/2019	Bryant Miller Olive P.A.	150,000.00	Legal services for UFF unionization procedures	Exempt from the solicitation process per 6A-14.0734(2)(F), Professional services, including, but not limited to, artistic services, instructional services, health services, academic program reviews, lectures by individuals, attorneys, legal services, auditors, and management consultants.



August 19, 2019

M E M O R A N D U M

TO: Jim Murdaugh, Ph.D.
President

FROM: Sheri Rowland, Ed.D.
Vice President for Student Affairs
Madeline Pumariega, M.Ed.
Executive Vice President and Provost

SUBJECT: District Board Policy 10-10 Hazing

Item Description

This item requires Board approval to approve new language for DBOT Policy 10-10 Hazing, in accordance with revised Florida Statute 1006.63.

Overview and Background

The 2019 Legislature approved new language to Florida Statute 1006.63 that clarified the definition of hazing for purposes of initiation, admission, affiliation or the perpetuation or furtherance of a tradition or ritual with any organization operating under the sanction of a postsecondary institution. All public and nonpublic postsecondary educational institutions who students receive state student financial assistance must adopt a written anti-hazing policy prohibiting students or other persons associated with any student organization from engaging in hazing.

Funding/ Financial Implications

None

Past Actions by the Board

Approved original hazing policy on December 7, 1997, and revised policy on May 17, 2010, and June 28, 2010.

Recommended Action

Approve revised DBOT Policy 10-10 Hazing.

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

TITLE: Hazing	NUMBER: 10-10
AUTHORITY: Florida Statute: 1001.64, 1001.65, 1006.63 Florida Administrative Code:	SEE ALSO: <ul style="list-style-type: none"> • Board Policy 10-12 and Administrative Procedure 10-12AP: Student Code of Conduct
DATE ADOPTED: 12/07/97; Revised 05/17/10; 06/28/10; 08/19/19	

Hazing is prohibited at Tallahassee Community College pursuant to Florida Statutes 1006.63. All organizations and individuals are prohibited from engaging in any form of hazing either on or off campus.

Definition of Hazing

As defined in FS 1006.63, the term “hazing” means any action or situation that recklessly or intentionally endangers the mental or physical health or safety of a student for purposes, including, but not limited to:

1. Initiation into any organization operating under the sanction of a postsecondary institution;
2. Admission into any organization operating under the sanction of a postsecondary institution;
3. Affiliation with any organization operating under the sanction of a postsecondary institution; or
4. The perpetuation or furtherance of a tradition or ritual of any organization operating under the sanction of a postsecondary institution.

Furthermore, the term includes, but is not limited to:

1. Pressuring or coercing the student into violating state or federal law, any brutality of a physical nature, such as whipping, beating, branding, exposure to the elements, forced

consumption of any food, liquor, drug, or other substance, or other substance, or other forced physical activity that could adversely affect the physical health or safety of the student.

2. Any activity that would subject the student to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct that could result in extreme embarrassment, or other forced activity that could adversely affect the mental health or dignity of the student.

The term does not include customary athletic events or other similar contexts or competitions or any activity or conduct that furthers a legal and legitimate objective.

Penalties

Penalties for violation of this policy shall be administered in accordance with Tallahassee Community College Policy 10-12 Student Code of Conduct; subject, however, to any limitations or additional penalties contained in FS 1006.63 (2)(3)(4)(5)(6).

- A. Such penalties at Tallahassee Community College may include the imposition of fines; the withholding of diplomas or transcripts pending compliance with the rules or pending payment of fines; and the imposition of probation, suspension, or expulsion from the college.
- B. In the case of an organization/club at Tallahassee Community College which authorizes hazing in blatant disregard of such rules, penalties may also include rescission of permission for that organization to operate on campus property or to otherwise operate under the sanction of the institution.
- C. All penalties imposed under the authority of this subsection shall be in addition to any penalty imposed for violation of any of the criminal laws of this state or for violation of any other rule of the institution to which the violator may be subject.

This policy by its inclusion in the Student Code of Conduct will be disseminated to each student enrolled in the institution and included in the bylaws of each club/organization operating under the sanction of Tallahassee Community College pursuant to F.S. 1006.63.

**TALLAHASSEE COMMUNITY COLLEGE
DISTRICT BOARD OF TRUSTEES
POLICY**

TITLE: Hazing	NUMBER: 10-10
AUTHORITY: Florida Statute: 1001-.64, 1001.65, 1006.63(old-240.326) Florida Administrative Code:	SEE ALSO: <ul style="list-style-type: none"> • Administrative Procedure 10-10AP: Hazing • Board Policy 10-12 and Administrative Procedure 10-12AP: Student Code of Conduct
DATE ADOPTED: 12/07/97; Revised 05/17/10; 06/28/10; <u>08/19/19</u>	

Hazing is prohibited at the College. Hazing is defined in Section 240.326(1) FS as follows:

~~As used in this section, 'hazing' means any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any organization operating under the sanction of a community college, hereinafter referred to as "community college organization." Such term includes, but is not limited to, any brutality of a physical nature, such as whipping; beating; branding; forced calisthenics; exposure to the elements; forced consumption of any food, liquor, drug, or other substance; or any other forced physical activity which could adversely affect the physical health or safety of the individual, and also includes any activity which would subject the individual to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct which could result in extreme embarrassment, or other forced activity which could adversely affect the mental health or dignity of the individual. For purposes of this section, any activity as described above upon which the initiation or admission into or affiliation with a community college organization is directly or indirectly conditioned shall be presumed to be a 'forced' activity, the willingness of an individual to participate in such activity notwithstanding.~~

~~Penalties for violation of this policy shall be administered in accordance with College policy 6Hx27:1012 subject, however, to any limitations or additional penalties contained in subsection 240.326(2)(a)1,2,3 FS set forth as follows:~~

- ~~1. Such penalties may include the imposition of fines, the withholding of diplomas or transcripts pending compliance with the rules or pending payment of fines, and the imposition of probation, suspension, or dismissal.~~
- ~~2. In the case of a community college organization that authorizes hazing in blatant disregard of such rules, penalties may also include rescission of permission for that organization to operate on campus property or to otherwise operate under the sanction of the community college.~~
- ~~3. All penalties imposed under the authority of this subsection shall be in addition to any penalty imposed for violation of any of the criminal laws of this state or for violation of any other community college rule to which the violator may be subject.~~

~~Subsection 240.326(2)(b) FS, further provides that "rules adopted pursuant hereto shall apply to acts conducted on or off campus whenever such acts are deemed to constitute hazing."~~

~~This policy shall be included in the bylaws of each organization operating under the sanction of Tallahassee Community College pursuant to Section 240.326(4) FS.~~

Hazing is prohibited at Tallahassee Community College pursuant to Florida Statutes 1006.63. All organizations and individuals are prohibited from engaging in any form of hazing either on or off campus.

Definition of Hazing

As defined in FS 1006.63, the term "hazing" means any action or situation that recklessly or intentionally endangers the mental or physical health or safety of a student for purposes, including, but not limited to:

1. Initiation into any organization operating under the sanction of a postsecondary institution;
2. Admission into any organization operating under the sanction of a postsecondary institution;
3. Affiliation with any organization operating under the sanction of a postsecondary institution; or
4. The perpetuation or furtherance of a tradition or ritual of any organization operating under the sanction of a postsecondary institution.

Furthermore, the term includes, but is not limited to:

1. Pressuring or coercing the student into violating state or federal law, any brutality of a physical nature, such as whipping, beating, branding, exposure to the elements, forced consumption of any food, liquor, drug, or other substance, or other substance, or other forced physical activity that could adversely affect the physical health or safety of the student.
2. Any activity that would subject the student to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct that could result in extreme embarrassment, or other forced activity that could adversely affect the mental health or dignity of the student.

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The term does not include customary athletic events or other similar contexts or competitions or any activity or conduct that furthers a legal and legitimate objective.

Penalties

Penalties for violation of this policy shall be administered in accordance with Tallahassee Community College Policy 10-12 Student Code of Conduct; subject, however, to any limitations or additional penalties contained in FS 1006.63 (2)(3)(4)(5)(6).

- A. Such penalties at Tallahassee Community College may include the imposition of fines; the withholding of diplomas or transcripts pending compliance with the rules or pending payment of fines; and the imposition of probation, suspension, or expulsion from the college.
- B. In the case of an organization/club at Tallahassee Community College which authorizes hazing in blatant disregard of such rules, penalties may also include rescission of permission for that organization to operate on campus property or to otherwise operate under the sanction of the institution.
- C. All penalties imposed under the authority of this subsection shall be in addition to any penalty imposed for violation of any of the criminal laws of this state or for violation of any other rule of the institution to which the violator may be subject.

This policy by its inclusion in the Student Code of Conduct will be disseminated to each student enrolled in the institution and included in the bylaws of each club/organization operating under the sanction of Tallahassee Community College pursuant to F.S. 1006.63.

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