



November 27, 2023

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 Invoices – Bryant Miller Olive (September 2023 and October 2023)

Item Description

Request for approval to pay invoices from Bryant Miller Olive, P.A. for legal services provided related to collective bargaining process and related to Faculty labor relations.

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 October 17, 2022 Board Meeting.

Funding/ Financial Implications

Funding is budgeted in Fund 1, the Current Unrestricted Fund. The current amount due is \$1,360.00 for September 2023 and October 2023.

Recommended Action

Authorize payment of invoices as presented.



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

Invoice Date: October 11, 2023
 Invoice No. 81893
 Client No. 25480.006

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

Purchase Order No. PO-018021

Statement of Legal Services

			Hours	
09/27/2023	DMH	Review and reply to email	0.10	
09/28/2023	DMH	Review and revise proposal	0.30	
09/28/2023	DMH	Draft email to client and review reply	0.10	
09/28/2023	DMH	Prepare for and attend pre-meeting and bargaining	2.70	
09/28/2023	DMH	Draft email to Union about dates	0.10	
Current Services			3.30	\$825.00

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Denise M. Heekin	3.30	\$250.00	\$825.00

Payments

09/22/2023	Payment	ACH rec'd 9/22/23 Invoice 81389	425.00
			425.00

Total Current Work	\$825.00
Previous Balance Due	\$1,172.50
Balance Due	\$1,997.50

Tallahassee Community College

Invoice Date:	October 11, 2023
Invoice No.	81893
Client No.	25480.006

Please Reference Client Number On Checks And Wire Transfers

Mail Checks to:
1545 Raymond Diehl Road, Suite 300
Tallahassee, FL 32308
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



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

Invoice Date: November 7, 2023
 Invoice No. 82020
 Client No. 25480.006

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

Purchase Order No. PO-018021

Statement of Legal Services

			Hours
10/17/2023	DMH	Draft email to client	0.10
10/18/2023	DMH	Draft emails to client and review replies	0.10
10/18/2023	DMH	Review email from Union and draft reply	0.10
10/19/2023	DMH	Draft email to client and review replies	0.10
10/19/2023	DMH	Draft email to Union	0.10
10/30/2023	BRR	Revise charts in bargaining proposals	0.20
10/30/2023	DMH	Review and revise wage proposal	0.70
10/30/2023	DMH	Review and reply to emails	0.30
10/30/2023	DMH	Review and revise Article 25	0.30
10/31/2023	DMH	Draft response to client	0.20
Current Services			2.20
			\$535.00

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Denise M. Heekin	2.00	\$250.00	\$500.00
Beatriz R. Ramirez	0.20	\$175.00	\$35.00

Payments

10/24/2023	Payment	ACH rec'd 10/24/23 Invoice 81523	1,172.50
			1,172.50

Tallahassee Community College

Invoice Date: November 07, 2023
Invoice No. 82020
Client No. 25480.006

Total Current Work	\$535.00
Previous Balance Due	\$825.00
Balance Due	\$1,360.00

Please Reference Client Number On Checks And Wire Transfers

Mail Checks to:
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Tallahassee, FL 32308
850-222-8611 FEIN 59-1315801

Send wire transfers to Capital City Bank, ABA #063100688
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Thank you for your business