

January 21, 2025

**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:** Certificate of Final Inspection – TSC CUP Automation Controls Room  
Renovation and Restroom Addition

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**Item Description**

This item requests approval from the District Board of Trustees for the attached Certificate of Final Inspection, Office of Educational Facilities (OEF) Form 209, for the TSC CUP Automation Controls Room Renovation and Restroom Addition project, located in the Central Utility Plant (CUP) Building #28 at TSC Site 1 – Main Campus.

**Overview and Background**

In accordance with TSC Board Policy 6340 - Reduction of Retainage and Final Payment to Contractor for Construction Projects and the State Requirements for Educational Facilities (SREF) Chapter 4 Section 3, final payment cannot be made to the contractor until; project has been inspected by architect or other designated personnel, Certificate of Occupancy and/or Certificate of Final Inspection has been issued, project has been completed and is Board approved. The Construction Manager at Risk (CMAR) for this project, RAM Construction & Development, LLC, Inc., has completed all the required close-out documents and has confirmed the space is in full operation.

**Funding/ Financial Implications**

This construction contract was funded by a federal grant and local college funds. The construction project is complete and final payment to the contractor is contingent upon Board Approval.

**Past Actions by the Board**

The Board previously approved the Guaranteed Maximum Price (GMP) for this project at the October 16, 2023 District Board of Trustees meeting.

**Recommended Action**

Approve the attached Certificate of Final Inspection, Office of Educational Facilities (OEF) Form 209, authorizing final payment to contractor, RAM Construction & Development, LLC for the TSC CUP Automation Controls Room Renovation and Restroom Addition Project.

FLORIDA DEPARTMENT OF EDUCATION  
Office of Educational Facilities

**CERTIFICATE OF FINAL INSPECTION**

<b>TO:</b> Office of Educational Facilities (OEF) 325 West Gaines Street, Room 1054 Tallahassee, Florida 32399-0400 (850) 245-0494 Fax (850) 245-9236 or (850) 245-9304	OEF USE ONLY
INSTRUCTIONS: Submit for OEF files one copy of the completed form for all projects with construction costs exceeding \$300,000. Mark the appropriate term within the parentheses. Reproduce this form in sufficient quantity for your use. Section 1013.37(2)(c), F.S.	

RE: 4830-1 \_\_\_\_\_ OEF Assigned Project Number

Tallahassee State College \_\_\_\_\_ ( School District  Florida College)

Site 1 - Main Campus \_\_\_\_\_ ( School Name  Campus)

27 \_\_\_\_\_ ( School  College) Code Number

TSC CUP Building#28 Automation Controls & Restroom Addition \_\_\_\_\_ Description of Project

**SECTION A: BOARD'S ACCEPTANCE**

Upon the recommendation of our Project ( Architect  Engineer) as certified in Section B below, in accordance with Chapter 1013, F.S., THE BOARD ACCEPTED the above-referenced project on \_\_\_\_\_

Name (Type or Print) \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

( Superintendent  President)

**SECTION B: ( ARCHITECT  ENGINEER) CERTIFICATION**

As PROJECT ( ARCHITECT  ENGINEER), I have inspected this project and, in my considered professional opinion, the work required by the contract for this project has been completed in accordance with approved contract documents; Chapter 1013, Florida Statutes; Rule 6A-2.0010, FAC; Chapter 553, F.S.; and the Florida Building Code.

Signature: \_\_\_\_\_ Date: 10/31/24

Firm Name: Clemons, Rutherford & Associates Inc

Address: 2027 Thomasville Road Tallahassee Florida 32308

Street/P.O. Box City State Zip

**SECTION C: ( Building Official  Other (Specify) Certification**

I have inspected the project, and in my considered opinion, it is complete and in accordance with applicable statutes, rules, and codes.

Name (Type or Print) George F. Kimbrel III, BU2140

Signature: GKimbrel Date: 12/6/24

Building Official  Certified Inspector

**SECTION D: FACILITY INFORMATION.**

1. TYPE OF PROJECT: <input type="checkbox"/> New Plant <input checked="" type="checkbox"/> Addition <input type="checkbox"/> Remodeling <input checked="" type="checkbox"/> Renovation <input type="checkbox"/> _____	2. CORRECTED "SPACE INVENTORY REPORT" (land, building, room) HAS BEEN FILED WITH THE OEF: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A If "No," explain: _____
3. SOURCE OF FUNDS: <input type="checkbox"/> Local <input type="checkbox"/> State <input type="checkbox"/> Federal <input checked="" type="checkbox"/> PECO-ARP	4. ADJUSTED FINAL CONTRACT AMOUNT: \$ <u>790,873.89</u>
	5. PROJECT GROSS SQUARE FOOTAGE: <u>900</u> SQ. FT.
	6. COST PER GROSS SQUARE FOOT: \$ <u>878.75</u>
	7. COST PER STUDENT STATION: \$ <u>n/a</u>

**CERTIFICATE OF FINAL INSPECTION (CFI)**

8. BUILDING CONTRACT DATE: 10-23-2024 Substantial  
COMPLETION DATE: 11-30-2024

9. CHANGE ORDERS - List of each Change Order and amount (excluding Direct Purchase amounts).

C.O. No. <u>1</u>	\$ <u>-1,032.86</u>	C.O. No. _____	\$ _____
C.O. No. _____	\$ _____	C.O. No. _____	\$ _____
C.O. No. _____	\$ _____	C.O. No. _____	\$ _____
C.O. No. _____	\$ _____	C.O. No. _____	\$ _____

10. Date of Occupancy: \_\_\_\_\_  
\_\_\_\_\_

11. Additional Information: