

May 19, 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: Architect Invoice(s)

Item Description

This item requests that the Board approve the architect invoice submitted for the month of April 2025.

Overview and Background

The College is under contract with six architectural firms; Architects | Lewis + Whitlock PA, BKJ, Inc. Architecture, Clemons, Rutherford & Associates, Inc., DAG Architects Inc., EMI Architects and Fitzgerald Collaborative Group, LLC to provide architectural and engineering services for projects at all sites and counties. To ensure quality, the six firms will be assigned projects on a rotational basis with standardized hourly fees.

Architects | Lewis + Whitlock, PA - \$0.00
BKJ, Inc. Architecture - \$0.00
Clemons, Rutherford & Associates, Inc. - \$0.00
DAG Architects, Inc. - \$0.00
EMI Architects - \$0.00
Fitzgerald Collaborative Group, LLC - \$2,029.91

Past Actions by the Board

The Board last authorized architect invoices at the April 21, 2025 meeting.

Funding/ Financial Implications

Funds for minor projects and Master Plans are available from the Capital Improvement fees.

Recommended Action

Authorize payment of architectural invoices as presented.



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Fitzgerald Collaborative Group, LLC

Tallahassee Community College
 Jenny Shuler
 444 Appleyard Drive
 Tallahassee, FL 32304-2895

Invoice number 230202_0325
 Date 03/31/2025

Project 230202 TCC - SOLAR PANEL CANOPIES
 FOR MAIN CAMPUS

Purchase Order # PO-017463

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Basic Services					
Schematic Design	12,200.00	100.00	12,200.00	12,200.00	0.00
Design Development	9,630.00	100.00	9,630.00	9,630.00	0.00
Design Development - Kever	2,000.00	100.00	2,000.00	2,000.00	0.00
Permit Documents	6,025.00	100.00	6,025.00	6,025.00	0.00
Permit Documents - Kever	4,500.00	100.00	4,500.00	4,500.00	0.00
Bidding and Negotiation/GMP Coordination	6,650.00	100.00	6,650.00	6,650.00	0.00
Subtotal	41,005.00	100.00	41,005.00	41,005.00	0.00
Additional Required Services					
Schematic Designn -Independent Green Technologies	7,802.00	100.00	7,802.00	7,802.00	0.00
Design Docuemnts - Independent Green Technologies	7,802.00	100.00	7,802.00	7,802.00	0.00
Permit Documtns - Independent Green Technologies	7,802.00	100.00	7,802.00	7,802.00	0.00
Programming Confirmation	7,500.00	100.00	7,500.00	7,500.00	0.00
Measured Drawings	4,500.00	100.00	4,500.00	4,500.00	0.00
Subtotal	35,406.00	100.00	35,406.00	35,406.00	0.00
Basic Design-Build Service					
Bidding and Negotiation/GMP	5,908.80	100.00	5,908.80	5,908.80	0.00
Construction Phase	23,635.46	58.62	11,824.65	13,854.56	2,029.91
Subtotal	29,544.26	66.89	17,733.45	19,763.36	2,029.91
Total	105,955.26	90.77	94,144.45	96,174.36	2,029.91

Invoice total 2,029.91

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
230202_0325	03/31/2025	2,029.91	2,029.91				
	Total	2,029.91	2,029.91	0.00	0.00	0.00	0.00



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Tallahassee Community College

Project 230202 TCC - SOLAR PANEL CANOPIES FOR MAIN CAMPUS

Invoice number 230202_0325

Date 03/31/2025

We appreciate your business. Please remit payment at your earliest convenience to 850 S Gadsden St., Suite 140, Tallahassee, FL 32301. If you have any questions please contact Judith 832.331.9418, or judith@fc-groupllc.com.