



January 11, 2021

**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

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**Item Description**

This item requests that the Board approve the architect invoices submitted for the months of November, December 2020 and January 2021.

**Overview and Background**

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

Architects | Lewis + Whitlock, PA - \$10,208.25  
BKJ, Inc. Architecture - \$0.00  
Clemons, Rutherford & Associates, Inc. - \$0.00  
DAG Architects, Inc. - \$0.00  
Fitzgerald Collaborative Group, LLC - \$0.00

**Past Actions by the Board**

The Board last authorized architect invoices at the August 17, 2020 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.



**INVOICE NO. 17320.8.3**

<b>TO: Tallahassee Community College</b> <b>Attn: Accounts Payable</b> <b>444 Appleyard Drive</b> <b>Tallahassee, Florida 32304</b>	<b>Page <u>1</u> of <u>1</u> Pages</b>
	<b>Federal I.D. No: 59-3616761</b>
<b>FROM: <u>Architects: Lewis + Whitlock, P.A.</u></b> <b>206 W. Virginia St.</b> <b>Tallahassee, Florida 32301</b>	<b>Purchase Order No: PO-011147-1</b>
	<b>Project Name: Welding Lab - Build-Out</b>
	<b>DATE: 11/19/2020</b>

**THE PRESENT STATUS OF THE ACCOUNT IS AS FOLLOWS:**

DESCRIPTION	TOTAL FEE	PERCENT COMPLETE	LESS PREVIOUSLY BILLED	AMOUNT REMAINING	AMOUNT DUE THIS INVOICE
Design Development	\$29,136.00	100%	\$29,136.00	\$0.00	\$0.00
100% Construction Documents	\$43,704.00	100%	\$43,704.00	\$0.00	\$0.00
Bid / Permitting	\$4,856.00	100%	\$0.00	\$0.00	\$4,856.00
Construction Administration	\$19,424.00	0%	\$0.00	\$19,424.00	\$0.00
Reimbursements - Printing	\$690.00	100%	\$690.00	\$0.00	\$0.00
<b>GRAND TOTALS</b>	<b>\$97,810.00</b>		<b>\$73,530.00</b>	<b>\$19,424.00</b>	<b>\$4,856.00</b>
Invoice Total					\$4,856.00
* Amount payable directly to: ( )					
* Amount payable directly to: ( )					*

**CERTIFIED TRUE AND CORRECT BY:**

Rodney L. Lewis, Principal

(Signature of Principal)

(Typed Name and Title)



**INVOICE NO. 20390.1.1**

<b>TO: Tallahassee Community College</b> <b>Attn: Accounts Payable</b> <b>444 Appleyard Drive</b> <b>Tallahassee, Florida 32304</b>	<b>Page <u>1</u> of <u>1</u> Pages</b> <b>Federal I.D. No: 59-3616761</b>  Purchase Order No: Project Name: <b>TCC Innovation Center</b>  DATE: <b>11/19/2020</b>
<b>FROM: <u>Architects: Lewis + Whitlock, P.A.</u></b> <b>206 W. Virginia St.</b> <b>Tallahassee, Florida 32301</b>	

**THE PRESENT STATUS OF THE ACCOUNT IS AS FOLLOWS:**

DESCRIPTION	TOTAL FEE	PERCENT COMPLETE	LESS PREVIOUSLY BILLED	TOTAL BILLED	AMOUNT DUE THIS INVOICE
Elevator Refurbishment	\$5,352.25	100%	\$0.00	\$5,352.25	\$5,352.25
<b>GRAND TOTALS</b>	\$5,352.25		\$0.00	\$5,352.25	\$5,352.25
Invoice Total					\$5,352.25
* Amount payable directly to: ( )					
* Amount payable directly to: ( )					*

**CERTIFIED TRUE AND CORRECT BY:**

Rodney L. Lewis, Principal

(Signature of Principal)

(Typed Name and Title)