

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: Architect Invoices

Item Description

This item requests that the Board approve the architect invoices submitted for the months of November and December 2024.

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 - \$20,972.00
BKJ, Inc. Architecture - \$155,932.67
Clemons, Rutherford & Associates, Inc. - \$0.00
DAG Architects, Inc. - \$2,500.00
EMI Architects - \$0.00
Fitzgerald Collaborative Group, LLC - \$0.00

Past Actions by the Board

The Board last authorized architect invoices at the November 18, 2024 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.

Tallahassee Community College
 444 Appleyard Drive
 Tallahassee, FL 32304
 United States of America
 Federal ID: 59-1141270
 Tax Exemption ID: 85-80-125307-72C8



Purchase Order

Purchase Order Number	PO-017240
Purchase Order Date	03/02/2023
Payment Terms	Net 30
Requestor	Jenny Shuler
Phone Number	(850) 201-6200

Supplier:
Architects: Lewis + Whitlock, PA 206 W Virginia Street Tallahassee, FL 32301 United States of America

Ship To:
Tallahassee Community College 444 Appleyard Drive Tallahassee, FL 32304 United States of America

Comments:
PJ-0431 CFI Smoke Exhaust Removal - Arch Fees Contact: Don.Herr@tcc.fl.edu Invoice: Jenny.Shuler@tcc.fl.edu **REF: TCC RFQ 2022-11 ; Approved at the January 17, 2023 BOT Meeting**

Bill To:
Tallahassee Community College ATTN: Accounts Payable 444 Appleyard Drive Tallahassee, FL 32304-2895 United States of America (850) 201-8525

Currency	Total Lines Amount	Total Tax Amount	Total PO Amount
USD	38,165.00	0.00	38,165.00

Director of Procurement and Auxiliary Services
 Dustin Frost

Tallahassee Community College
 444 Appleyard Drive
 Tallahassee, FL 32304
 United States of America
 Federal ID: 59-1141270
 Tax Exemption ID: 85-80-125307-72C8

Purchase Order

Purchase Order Number	PO-017240
Purchase Order Date	03/02/2023
Payment Terms	Net 30
Requestor	Jenny Shuler
Phone Number	(850) 201-6200

Service Lines						
Line Number	Item Name	Description	Start Date	End Date	Due Date	Amount
1		Professional services for the TCC CFI Smoke Exhaust Removal project. Scope This project consists of design, documentation, permitting and construction administration of efforts associated to removal of the smoke exhaust system for the original atrium within the building located at 300 W. Pensacola Street. The project scope will be based on preliminary investigation previously completed by ALW and will include the following: 1. Design and Code clarification with City of Tallahassee (A/E) 2. Selective demolition of existing components associated to the smoke exhaust. Note that removal of exterior mounted penetrations will occur with the building envelope project scope of work. 3. Verification of system functions (HVAC/Sprinklers) and re-routing concepts. 4. Fire Alarm system Improvements 5. HVAC Improvements 6. Electrical terminations and circuit changes 7. Acoustic Improvements for Event Space 8. Architectural impacts due to Infrastructure changes Specifics per attached proposal dated February 27, 2023.				38,165.00

Messages
<p>Tallahassee Community College does not discriminate against any person on the basis of age, color, disability, ethnicity, gender identity, genetic information, marital status, national origin, pregnancy, race, religion, sex, sexual orientation, or veteran status in its programs and activities</p> <p>Verification of Employment: PER FLORIDA STATUTE 448.095, the firm shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all persons employed during the contract term by the firm to perform employment duties within Florida and all persons (including sub-consultants) assigned by the firm to perform work pursuant to the contract with Tallahassee Community College.</p> <p>Please send all Invoices to Accounts Payable - "AcctPay@tcc.fl.edu" To ensure timely payments, TCC requires the College's purchase order number to be included on all invoices submitted for payment.</p> <p>Any questions related to payment of supplier invoices should be directed to the TCC Accounts Payable Office at (850) 201-8565.</p>

Tallahassee Community College
 444 Appleyard Drive
 Tallahassee, FL 32304
 United States of America
 Federal ID: 59-1141270
 Tax Exemption ID: 85-80-125307-72C8



Purchase Order

Purchase Order Number	PO-019793
Purchase Order Date	03/07/2024
Payment Terms	Net 30
Requestor	Jenny Shuler
Phone Number	(850) 201-6200

Supplier:
Architects: Lewis + Whitlock, PA 206 W Virginia Street Tallahassee, FL 32301 United States of America

Ship To:
Tallahassee Community College 444 Appleyard Drive Tallahassee, FL 32304 United States of America

Comments:
PJ-0497 CFI 3rd Floor Renovations - A/E Fees Contact: Don.Herr@tcc.fl.edu Invoice: Jenny.Shuler@tcc.fl.edu **REF: TCC RFQ 2022-11 ; Approved at the January 17, 2023 BOT Meeting**

Bill To:
Tallahassee Community College ATTN: Accounts Payable 444 Appleyard Drive Tallahassee, FL 32304-2895 United States of America (850) 201-8525

Currency	Total Lines Amount	Total Tax Amount	Total PO Amount
USD	37,280.00	0.00	37,280.00

Director of Procurement and Auxiliary Services
 Dustin Frost

Tallahassee Community College
 444 Appleyard Drive
 Tallahassee, FL 32304
 United States of America
 Federal ID: 59-1141270
 Tax Exemption ID: 85-80-125307-72C8

Purchase Order

Purchase Order Number	PO-019793
Purchase Order Date	03/07/2024
Payment Terms	Net 30
Requestor	Jenny Shuler
Phone Number	(850) 201-6200

Service Lines						
Line Number	Item Name	Description	Start Date	End Date	Due Date	Amount
1		Proposal for Professional Services for TCC Site 4 Campus – Center for Innovation (CFI) 3rd Floor Improvements. Scope: This project consists of design development, documentation, permitting and construction administration of new infrastructure, general spaces and tenant build-outs within the Center for Innovation; and are based on preliminary design concepts previously developed by ALW and will include the following: 1. Demolition of existing walls/spaces as required 2. Improvements and finishes to existing restrooms and other walls scheduled to remain. 3. New third floor tenant arrangements 4. New meeting and common spaces 5. Coordination with new exterior window(s) 6. New infrastructure for telecom and security 7. New furnishings Will include FSM Engineering for Mechanical, Plumbing, and Fire Protection Engineering and McGinnis-Fleming Engineering for Electrical Engineering. Specifics per attached proposal February 27, 2024.				37,280.00

Messages

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Verification of Employment: PER FLORIDA STATUTE 448.095, the firm shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all persons employed during the contract term by the firm to perform employment duties within Florida and all persons (including sub-consultants) assigned by the firm to perform work pursuant to the contract with Tallahassee Community College.

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INVOICE NO. 6



TO: Tallahassee Community College
 ATTN: Accounts Payable
 444 Appleyard Drive
 Tallahassee, Florida 32304-2895

Page: 1 of 1 Pages

TCC Purchase Order No.: PO-017874

FROM: BKJ Inc. Architecture
 1621 Physicians Drive
 Tallahassee, Florida 32308

Project Name:
EN Building | ADA Restroom and Mechanical Improvements
 Date: 11/13/2024

THE PRESENT STATUS OF THE ACCOUNT IS AS FOLLOWS:					
SERVICE	TOTAL FEE	PERCENT COMPLETE	AMOUNT DUE	LESS PREVIOUSLY BILLED	AMOUNT DUE THIS INVOICE
ADDITIONAL SERVICES					
Phase 1- Existing Conditions Drawings	\$5,827.50	100%	\$5,827.50	\$5,827.50	\$0.00
BASIC SERVICES					
Phase 2- Schematic Design	\$9,330.00	100%	\$9,330.00	\$9,330.00	\$0.00
Phase 3- Design Development	\$16,895.00	100%	\$16,895.00	\$16,895.00	\$0.00
Phase 4- Construction Documents	\$21,985.00	100%	\$21,985.00	\$21,985.00	\$0.00
Phase 5- Permitting/Bid	\$3,158.00	100%	\$3,158.00	\$3,158.00	\$0.00
Phase 6- Construction Administration	\$15,057.00	100%	\$15,057.00	\$7,528.50	\$7,528.50
OTHER PROJECT COST					
Reimbursable Expenses	\$200.00	100.00%	\$200.00	\$200.00	\$0.00
GRAND TOTALS	\$72,452.50		\$72,452.50	\$64,924.00	\$7,528.50
Total due Architect/Engineer					\$7,528.50

Please remit payment to the following address:

BKJ, Inc. Architecture
1621 Physicians Drive
Tallahassee, FL 32308

Thank you for your business. Please do not hesitate to call me if you have any questions. We appreciate the opportunity to provide architectural services to your organization.

CERTIFIED TRUE AND CORRECT BY:

Bonnie Davenport
 (Signature of Principal)

Bonnie Davenport AIA, President
 (Typed Name and Title)

Tallahassee Community College
 444 Appleyard Drive
 Tallahassee, FL 32304
 United States of America
 Federal ID: 59-1141270
 Tax Exemption ID: 85-80-125307-72C8



Purchase Order

Purchase Order Number	PO-017874
Purchase Order Date	06/13/2023
Payment Terms	Net 30
Requestor	Jenny Shuler
Phone Number	(850) 201-6200

Supplier:
BKJ, Inc. 1621 Physicians Drive Tallahassee, FL 32308 United States of America

Ship To:
Tallahassee Community College 444 Appleyard Drive Tallahassee, FL 32304 United States of America

Comments:
PJ-0399 CIF 22/23 ADA Improvements - EN Bldg#01 - A/E Fees Contact: Don.Herr@tcc.fl.edu Invoice: Jenny.Shuler@tcc.fl.edu **REF: TCC RFQ 2022-11 ; Approved at the January 17, 2023 BOT Meeting**

Bill To:
Tallahassee Community College ATTN: Accounts Payable 444 Appleyard Drive Tallahassee, FL 32304-2895 United States of America (850) 201-8525

Currency	Total Lines Amount	Total Tax Amount	Total PO Amount
USD	72,452.50	0.00	72,452.50

Service Lines						
Line Number	Item Name	Description	Start Date	End Date	Due Date	Amount
1		Proposal for the requested architectural and engineering services for the proposed ADA restroom and mechanical improvements to the 1st floor of the EN building located on the TCC Site 1 campus at 444 Appleyard Drive in Tallahassee, Florida. Specifics per attached proposal dated June 6, 2023. Phases Include: Existing Condition Drawings, Schematic Design, Design Development, Construction Documents, Permitting/Bid, Construction Administration. **REF: TCC RFQ 2022-11				72,452.50

Messages
 Tallahassee Community College does not discriminate against any person on the basis of age, color, disability, ethnicity, gender identity, genetic information, marital status, national origin, pregnancy, race, religion, sex, sexual orientation, or veteran status in its programs and activities

Director of Procurement and Auxiliary Services
 Dustin Frost

Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32304
United States of America
Federal ID: 59-1141270
Tax Exemption ID: 85-80-125307-72C8

Purchase Order

Purchase Order Number	PO-017874
Purchase Order Date	06/13/2023
Payment Terms	Net 30
Requestor	Jenny Shuler
Phone Number	(850) 201-6200

Verification of Employment: PER FLORIDA STATUTE 448.095, the firm shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all persons employed during the contract term by the firm to perform employment duties within Florida and all persons (including sub-consultants) assigned by the firm to perform work pursuant to the contract with Tallahassee Community College.

Please send all Invoices to Accounts Payable - "AcctPay@tcc.fl.edu"
To ensure timely payments, TCC requires the College's purchase order number to be included on all invoices submitted for payment.

Any questions related to payment of supplier invoices should be directed to the TCC Accounts Payable Office at (850) 201-8565.

INVOICE NO. 3
 Project Invoice No. 4



TO: Tallahassee Community College
 ATTN: Accounts Payable
 444 Appleyard Drive
 Tallahassee, Florida 32304-2895

Page: 1 of 1 Pages

TCC Purchase Order No.: PO 020281 - 1

FROM: BKJ Inc. Architecture
 1621 Physicians Drive
 Tallahassee, Florida 32308

Project Name:
 Library Improvements - Makerspace

Date: 12/12/24

THE PRESENT STATUS OF THE ACCOUNT IS AS FOLLOWS:					
SERVICE	TOTAL FEE	PERCENT COMPLETE	AMOUNT DUE	LESS PREVIOUSLY BILLED	AMOUNT DUE THIS INVOICE
BASIC SERVICES					
Phase 1- Advanced Schematic Design	\$28,075.00	100%	\$28,075.00	\$28,075.00	\$0.00
Phase 2- Design Development	\$56,315.00	100%	\$56,315.00	\$56,315.00	\$0.00
Phase 3- 100% Construction Documents	\$57,530.00	100%	\$57,530.00	\$0.00	\$57,530.00
Phase 4- Permitting/Bid	\$9,350.00	0%	\$0.00	\$0.00	\$0.00
Phase 5- Construction Administration	\$30,450.00	0%	\$0.00	\$0.00	\$0.00
ADDITIONAL SERVICES					
Phase 6- Existing Conditions Drawings	\$8,785.00	100%	\$8,785.00	\$8,785.00	\$0.00
Phase 7- Record Documents	\$2,775.00	0%	\$0.00	\$0.00	\$0.00
Phase 8- Telecom and A/V Design	\$20,065.00	100%	\$20,065.00	\$0.00	\$20,065.00
Phase 9- AHU Replacement	\$34,335.00	100%	\$34,335.00	\$0.00	\$34,335.00
Phase 10- Code Minimum Commissioning	\$8,000.00	0%	\$0.00	\$0.00	\$0.00
Phase 11- Renderings	\$9,975.00	100%	\$9,975.00	\$0.00	\$9,975.00
Phase 12- Energy Forms	\$750.00	100%	\$750.00	\$0.00	\$750.00
Add Serv 1- Structural Load Analysis	\$8,040.00	100%	\$8,040.00	\$8,040.00	\$0.00
OTHER PROJECT COSTS					
Reimbursable Expenses	\$700.00	0%	\$0.00	\$0.00	\$0.00
GRAND TOTALS					
	\$275,145.00		\$223,870.00	\$101,215.00	\$122,655.00
Total due Architect/Engineer					\$122,655.00

Please remit payment to the following address:
 BKJ, Inc. Architecture
 1621 Physicians Drive
 Tallahassee, FL 32308

Thank you for your business. Please do not hesitate to call me if you have any questions. We appreciate the opportunity to provide architectural services to your organization.

CERTIFIED TRUE AND CORRECT BY:

(Signature of Principal)

Bonnie Davenport AIA, President
 (Typed Name and Title)

Tallahassee Community College
 444 Appleyard Drive
 Tallahassee, FL 32304
 United States of America
 Federal ID: 59-1141270
 Tax Exemption ID: 85-80-125307-72C8



Change Order

Purchase Order Number	PO-020281 - 1
Purchase Order Date	05/14/2024
Payment Terms	Net 30
Requestor	Jenny Shuler
Phone Number	(850) 201-6200

Supplier:
BKJ, Inc. 1621 Physicians Drive Tallahassee, FL 32308 United States of America

Ship To:
Tallahassee Community College 444 Appleyard Drive Tallahassee, FL 32304 United States of America

Comments:
PJ-0496 Library Improvements - Maker Spaces - A/E Fees Contact: Don.Herr@tcc.fl.edu Invoice: Jenny.Shuler@tcc.fl.edu **REF: TCC RFQ 2022-11 ; Approved at the January 17, 2023 BOT Meeting** CHANGE ORDER NO. 1 - Increasing PO by \$8,040.00 for additional fees. NEW PO TOTAL: \$275,145.00

Bill To:
Tallahassee State College ATTN: Accounts Payable 444 Appleyard Drive Tallahassee, FL 32304-2895 United States of America (850) 201-8525

Currency	Total Lines Amount	Total Tax Amount	Total PO Amount
USD	275,145.00	0.00	275,145.00

Service Lines						
Line Number	Item Name	Description	Start Date	End Date	Due Date	Amount
1		Proposal for the full architectural/engineering (A/E) services from advanced schematic design through construction administration services, for the proposed Makerspace Improvements to the 1st floor of the Library Building#30 at the TCC Main Campus - Site 1, located at 444 Appleyard Drive in Tallahassee, FL. Specifics per attached proposal dated May 7, 2024. **REF: TCC RFQ 2022-11 ; Approved at the January 17, 2023 BOT Meeting**				275,145.00

Messages

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Verification of Employment: PER FLORIDA STATUTE 448.095, the firm shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all persons employed during the contract term by the firm to perform employment duties within Florida and all persons (including sub-consultants) assigned by the firm to perform work pursuant to the contract with Tallahassee Community College.

Purchase Order and Terms and Conditions-Supplier Information for Tallahassee Community College : <https://www.tcc.fl.edu/about/college/administrative-services/purchasing/supplier-information/>

Director of Procurement and Auxiliary Services
 Dustin Frost

Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32304
United States of America
Federal ID: 59-1141270
Tax Exemption ID: 85-80-125307-72C8



Change Order

Purchase Order Number	PO-020281 - 1
Purchase Order Date	05/14/2024
Payment Terms	Net 30
Requestor	Jenny Shuler
Phone Number	(850) 201-6200

Please send all Invoices to Accounts Payable - "AcctPay@tcc.fl.edu"
To ensure timely payments, TCC requires the College's purchase order number to be included on all invoices submitted for payment.

Any questions related to payment of supplier invoices should be directed to the TCC Accounts Payable Office at (850) 201-8565.

INVOICE NO. 2
 PROJECT INVOICE NO.: 4



TO: Tallahassee Community College
 ATTN: Accounts Payable
 444 Appleyard Drive
 Tallahassee, Florida 32304-2895

Page: 1 of 1 Pages

TCC Purchase Order No.: PO-020982

FROM: BKJ Inc. Architecture
 1621 Physicians Drive
 Tallahassee, Florida 32308

Project Name:
 AC Building #8 Second Floor
 Renovations/Upgrades - Full AE
 Date: 11/20/2024

THE PRESENT STATUS OF THE ACCOUNT IS AS FOLLOWS:					
SERVICE	TOTAL FEE	PERCENT COMPLETE	AMOUNT DUE	LESS PREVIOUSLY BILLED	AMOUNT DUE THIS INVOICE
ADDITIONAL SERVICES					
Phase 3- Design Development	\$20,130.00	100%	\$20,130.00	\$20,130.00	\$0.00
Phase 4- 100% Construction Documents	\$25,300.00	100%	\$25,300.00	\$0.00	\$25,300.00
Phase 5- Permitting/Bid	\$3,150.00	0%	\$0.00	\$0.00	\$0.00
Phase 6- Construction Administration	\$11,710.00	0%	\$0.00	\$0.00	\$0.00
Additional Services (MEP)	\$2,840.00	0%	\$0.00	\$0.00	\$0.00
Reimbursable Expenses	\$500.00	90%	\$449.17	\$0.00	\$449.17
Add Service 1- Pre Test & Balance	\$5,840.00	0%	\$0.00	\$0.00	\$0.00
GRAND TOTALS	\$69,470.00		\$45,879.17	\$20,130.00	\$25,749.17
Total due Architect/Engineer					\$25,749.17

Please remit payment to the following address:
BKJ, Inc. Architecture
1621 Physicians Drive
Tallahassee, FL 32308

Thank you for your business. Please do not hesitate to call me if you have any questions. We appreciate the opportunity to provide architectural services to your organization.

CERTIFIED TRUE AND CORRECT BY:

Bonnie Davenport
 (Signature of Principal)

Bonnie Davenport AIA, President
 (Typed Name and Title)



East Store
850-671-2714
eaststore@semblueinc.com
2915-1 East Park Ave.
Tallahassee, FL 32301
www.semblueinc.com

Date 10/3/2024

Invoice # 117603

Ordered By: Michael

Terms Card on File

Bill To

BKJ, Inc
1621 Physicians Drive
Tallahassee, FL 32308

Customer Billing Information:

2nd Fl Bldg Improvements
TSC AC Bldg

Account # B015

Thank you for your business.

Invoice

Description	Qty	Rate	Amount
24 x 36 B&W Copy	31	1.85	57.35T

Please Remit Payment To:

Seminole Blueprint, Inc
2915-1 East Park Avenue
Tallahassee, FL 32301

Tax ID# 20-8045535

There will be a \$35 for all returned checks.
A Finance Charge of 1.5% per month may be assessed on all 90 day past due balances.
In the event of non-payment, collection fees and/or reasonable attorney fees will be charged to the customer.

Subtotal	\$57.35
Sales Tax (7.5%)	\$4.30
Total	\$61.65



East Store
 850-671-2714
 eaststore@seminoleblueprint.com
 2915-1 East Park Ave.
 Tallahassee, FL 32301
 www.seminoleblueprint.com

SEMINOLE BLUEPRINT INC

Charge Amount 387.52

Invoice / Past Due Balance

Employee [Signature]

BILL TO
 BKJ, Inc
 1621 Physicians Drive
 Tallahassee, FL 32308

INVOICE 118053
 DATE 11/18/2024
 TERMS Card on File
 DUE DATE 11/30/2024

JOB REFERENCE Total
 TSC 2nd Floor

INVOICED BY
 cae

\$387.52 ORDERED BY
 Jonathon

24 x 36 B&W Copy	60	1.85	111.00T
8.5 x 11 B&W Copy	1,336	0.18	240.48T
GBC Bind with Covers	2	4.50	9.00T

Thank you for your business.

Tax ID# 20-8045535

There will be a \$35 fee for all returned checks.

A Finance Charge of 2% per month may be assessed on all 90 day past due balances.

In the event of non payment, collection fees and/or reasonable attorney fees will be charged to the customer.

SUBTOTAL	360.48
TAX	27.04
TOTAL	387.52
BALANCE DUE	\$387.52

Tallahassee State College
 444 Appleyard Drive
 Tallahassee, FL 32304
 United States of America
 Federal ID: 59-1141270
 Tax Exemption ID: 85-80-125307-72C8



Purchase Order

Purchase Order Number	PO-020982
Purchase Order Date	07/25/2024
Payment Terms	Net 30
Requestor	Jenny Shuler
Phone Number	(850) 201-6200

Supplier:
BKJ, Inc. 1621 Physicians Drive Tallahassee, FL 32308 United States of America

Ship To:
Tallahassee State College 444 Appleyard Drive Tallahassee, FL 32304 United States of America

Comments:
PJ-0498 AC Bldg#08 - 2nd Floor Renovations/Upgrades - A/E Fees Contact: Don.Herr@tsc.fl.edu Invoice: Jenny.Shuler@tsc.fl.edu **REF: TCC RFQ 2022-11; Approved at the January 17, 2023 BOT Meeting**

Bill To:
Tallahassee State College ATTN: Accounts Payable 444 Appleyard Drive Tallahassee, FL 32304-2895 United States of America (850) 201-8525

Currency	Total Lines Amount	Total Tax Amount	Total PO Amount
USD	63,630.00	0.00	63,630.00

Service Lines						
Line Number	Item Name	Description	Start Date	End Date	Due Date	Amount
1		Proposal for full architectural/engineering (A/E) services, from design development through construction administration services, for the proposed improvements to the 2nd floor of the AC building#08 located on TCC Site 1 Campus at 444 Appleyard Drive in Tallahassee, Florida. Specifics per attached proposal dated July 18, 2024.				63,630.00

Messages

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Verification of Employment: PER FLORIDA STATUTE 448.095, the firm shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all persons employed during the contract term by the firm to perform employment duties within Florida and all persons (including sub-consultants) assigned by the firm to perform work pursuant to the contract with Tallahassee State College.

Purchase Order and Terms and Conditions-Supplier Information for Tallahassee State College:
<https://www.tsc.fl.edu/about/college/administrative-services/purchasing/supplier-information/>

Please send all Invoices to Accounts Payable - *AcctPay@tsc.fl.edu*

Director of Procurement and Auxiliary Services
 Dustin Frost

Tallahassee State College
444 Appleyard Drive
Tallahassee, FL 32304
United States of America
Federal ID: 59-1141270
Tax Exemption ID: 85-80-125307-72C8



Purchase Order

Purchase Order Number	PO-020982
Purchase Order Date	07/25/2024
Payment Terms	Net 30
Requestor	Jenny Shuler
Phone Number	(850) 201-6200

To ensure timely payments, TSC requires the College's purchase order number to be included on all invoices submitted for payment.

Any questions related to payment of supplier invoices should be directed to the TSC Accounts Payable Office at (850) 201-8565.



Tallahassee State College
 Don Herr
 444 Appleyard Drive
 Tallahassee, FL 32304

Invoice number 23120_1124
 Date 11/30/2024

Project 23120 KENT STREET - VACATE
PO-019136

Professional Architectural Services

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Stipulated Lump Sum for Professional Architectural Services	12,000.00	46.50	3,080.00	5,580.00	2,500.00
Total	12,000.00	46.50	3,080.00	5,580.00	2,500.00

Invoice total **2,500.00**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
23120_1124	11/30/2024	2,500.00	2,500.00				
	Total	2,500.00	2,500.00	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 Michelle Neu, Tammi Roberts or Jon Holt at 850.837.8152 or accounting@dagarchitects.com.