



January 28, 2019

MEMORANDUM

TO: District Board of Trustees
FROM: Jim Murdaugh, President 
SUBJECT: Attorney Invoice - Bryant Miller Olive, P.A. (October & November, 2018)

Item Description

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

Overview and Background

The College engaged Bryant Miller Olive, P.A. for legal representation during the collective bargaining process.

Past Actions by the Board

The Board of Trustees approved the agreement for these services at the September 19, 2016 Board meeting.

Funding/Financial Implications

Funding is budgeted in Fund 1, the Current Unrestricted Fund. The current amount due is \$9,075.00, with \$2,375.00 due for the month of October 2018 and \$6,700.00 due for the month of November 2018.

Staff Resource

Barbara Wills

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: November 14, 2018
Invoice No. 68267
Client No. 25480.006

For professional services rendered in connection with Tallahassee
Community College - Labor and Employment - 2016 UFF
Bargaining

Purchase Order No. PO-005193

Statement of Legal Services

			Hours
10/01/2018	DMH	Review and reply to email	0.10
10/01/2018	JCC	Review correspondence / dues	0.20
10/01/2018	JCC	Telephone conference with client (A. Moran) / dues	0.30
10/01/2018	JCC	Telephone conference with T. Wazlavec / dues	0.20
10/02/2018	DMH	Review emails and analyze issues	0.40
10/02/2018	JCC	Review correspondence / class size	0.20
10/02/2018	JCC	Telephone conference with client (A. Moran) / class size; ratification procedures	0.40
10/02/2018	JCC	Analyze issues / permissive bargaining	0.80
10/02/2018	JCC	Review contract language changes	0.20
10/02/2018	JCC	Review language ratified by UFF	0.30
10/02/2018	JCC	Telephone conference with client (A. Moran) / ratification	0.30
10/02/2018	JCC	Telephone conference with client (A. Moran) / ratification	0.30
10/03/2018	DMH	Review email	0.10
10/03/2018	JCC	Analyze issues / permissive bargaining	0.70
10/03/2018	JCC	Telephone conference with client (A. Moran) / notification	0.30

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10/03/2018	JCC	Telephone conference with client (A. Moran) / ratification	0.20	
10/03/2018	JCC	Telephone conference with client (F. Moore-Davis) / program chairs	0.30	
10/04/2018	DMH	Analyze issue / program chair pay	0.20	
10/05/2018	DMH	Review email / class size	0.20	
10/05/2018	JCC	Review correspondence / class size	0.20	
10/08/2018	DMH	Draft email to UFF	0.10	
10/15/2018	JCC	Telephone conference with client (F. Moore-Davis) / Program Chairs	0.30	
10/16/2018	JCC	Telephone conference with C. Knox / faculty contracts	0.30	
10/17/2018	JCC	Telephone conference with C. Knox / individual contracts	0.20	
10/25/2018	JCC	Telephone conference with client (A. Moran) / public records request	0.30	
10/26/2018	JCC	Telephone conference with client (C. Grause) / UFF contract issues	0.40	
10/30/2018	JCC	Review contract provisions	0.40	
10/30/2018	JCC	Telephone conference with T. Wazlavek / salary issues	0.30	
10/30/2018	JCC	Telephone conference with client (J. Murdaugh, C. Grause, B. Wills, B. Jones, F. Moore-Davis)	0.80	
10/30/2018	JCC	Review contract language	0.50	
		Current Services	9.50	\$2,375.00
		Total No Charge Hours	0.00	
		Net Fees after Billing Adjustment		\$2,375.00

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
James C. Crosland	8.40	\$250.00	\$2,100.00
Denise M. Heekin	1.10	\$250.00	\$275.00

Tallahassee Community College

Total Current Work

Previous Balance Due

Balance Due

Invoice Date: November 14, 2018

Invoice No. 68267

Client No. 25480.006

2,375.00

22,125.55

\$24,500.55

Please Reference Client Number On Checks And Wire Transfers

Mail Checks to:

101 North Monroe Street, Suite 900

Tallahassee, FL 32301

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: December 12, 2018
Invoice No. 68504
Client No. 25480.006

For professional services rendered in connection with Tallahassee
Community College - Labor and Employment - 2016 UFF
Bargaining

Purchase Order No. PO-005193

Statement of Legal Services

			Hours
11/01/2018	JCC	Telephone conference with client (C. Grause) / UFF issues	0.30
11/02/2018	JCC	Review contract language and draft Memorandum of Understanding	0.50
11/05/2018	JCC	Telephone conference with client (A. Moran) / public records issues	0.30
11/06/2018	DMH	Review emails and analyze / public records requests	0.40
11/06/2018	DMH	Telephone conference with client (A. Moran) / public records requests	0.40
11/06/2018	JCC	Telephone conference with client (A. Moran) / public records issues	0.30
11/06/2018	JCC	Analyze issues / Chapter 447 (production of records; development of information)	2.20
11/06/2018	JCC	Telephone conference with client (A. Moran) / public records	0.30
11/07/2018	JCC	Review collective bargaining agreement regarding work responsibilities	0.60
11/08/2018	DMH	Review email / Public Records Request	0.10
11/09/2018	JCC	Telephone conference with T. Wazlavek regarding public records issues	0.30

Invoice Date: December 12, 2018
 Invoice No. 68504
 Client No. 25480.006

Tallahassee Community College

11/13/2018	JCC	Telephone conference with client (A. Moran) regarding records	0.30	
11/13/2018	JCC	Telephone conference with client (A. Moran) regarding records	0.20	
11/14/2018	JCC	Analyze records issues	0.60	
11/14/2018	JCC	Telephone conference with client (A. Moran) regarding records issues	4.00	
11/14/2018	JCC	Review correspondence regarding salary adjustment	0.20	
11/15/2018	JCC	Telephone conference with client (A. Moran) regarding records requests	0.30	
11/15/2018	JCC	Review correspondence regarding records	0.20	
11/16/2018	JCC	Review current collective bargaining agreement and analyze issues / potential changes	5.00	
11/26/2018	JCC	Telephone conference with client (J. Murdaugh) / UFF issues	0.40	
11/27/2018	JCC	Review correspondence / contract provisions	0.40	
11/27/2018	JCC	Telephone conference with client (A. Moran) / records issues	0.40	
11/28/2018	JCC	Telephone conference with client (J. Murdaugh) / UFF	0.30	
11/29/2018	JCC	Review correspondence / contract provisions	0.40	
11/29/2018	JCC	Telephone conference with client (A. Moran) / records issues	0.40	
11/30/2018	JCC	Conference client and attend meeting with Union / contract issues	8.00	
		Current Services	26.80	\$6,700.00
		Total No Charge Hours	0.00	
		Net Fees after Billing Adjustment		\$6,700.00

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
James C. Crosland	25.90	\$250.00	\$6,475.00
Denise M. Heekin	0.90	\$250.00	\$225.00

Payments

11/23/2018	Payment	ACH rec'd 11/23/18 Invoice 67772	20,375.55
11/30/2018	Payment	ACH rec'd 11/30/18 Invoice 68004	1,750.00

Tallahassee Community College

Invoice Date: December 12, 2018
Invoice No. 68504
Client No. 25480.006
22,125.55

Total Current Work	<u>6,700.00</u>
Previous Balance Due	2,375.00
Balance Due	<u>\$9,075.00</u>

Please Reference Client Number On Checks And Wire Transfers

Mail Checks to:
101 North Monroe Street, Suite 900
Tallahassee, FL 32301

Send wire transfers to Capital City Bank, ABA #063100688
for credit to Bryant Miller Olive, Account #2132834901
Thank you for your business