



May 17, 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: Attorney Invoice – Bryant Miller Olive, P.A. (March 2021)

Item Description

Request for approval to pay invoice 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 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 \$2050.00 for March 2021.

Recommended Action

Authorize payment of invoice as presented.



Tallahassee Community College
 Barbara K. Wills, Chief Business Officer, Vice President for
 Administrative Services
 444 Appleyard Drive
 Tallahassee, Florida 32304

Invoice Date: April 6, 2021
 Invoice No. 74654
 Client No. 25480.006

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

Purchase Order No. PO-012617

Statement of Legal Services

			Hours
03/01/2021	JCC	Review union proposals	0.90
03/05/2021	JCC	Review correspondence and telephone conference with client (C. Grause) / contract	0.20
03/05/2021	DMH	Legal research / electronic signatures and draft email to client	0.80
03/09/2021	JCC	Review correspondence and draft language	2.00
03/09/2021	DMH	Review emails for bargaining	0.40
03/10/2021	DMH	Prepare for bargaining	0.60
03/11/2021	JCC	Telephone conference with client (C. Grause) / negotiations	0.40
03/11/2021	JCC	Preparation for negotiations	0.50
03/11/2021	JCC	Attend caucus / UFF	0.70
03/11/2021	JCC	Attend UFF negotiations	0.40
03/11/2021	DMH	Prepare and attend pre-meeting and bargaining	1.20
03/22/2021	DMH	Draft email and review reply	0.10
Current Services			8.20
			\$2,050.00

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
James C. Crosland	5.10	\$250.00	\$1,275.00
Denise M. Heekin	3.10	\$250.00	\$775.00

Tallahassee Community College

Invoice Date: April 06, 2021
Invoice No. 74654
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Payments

03/25/2021	Payment	ACH rec'd 3/25/21 Invoice 74230	1,350.00
			<u>1,350.00</u>
	Total Current Work		<u>\$2,050.00</u>
	Previous Balance Due		\$4,175.00
	Balance Due		<u>\$6,225.00</u>

Please Reference Client Number On Checks And Wire Transfers

Mail Checks to:
1545 Raymond Diehl Road, Suite 300
Tallahassee, FL 32308
850-222-8611 FEIN 59-1315801

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