



August 15, 2011

MEMORANDUM

TO: District Board of Trustees
FROM: Jim Murdaugh, President
SUBJECT: Attorney Invoice - July 2011 - Andrews, Crabtree, Knox & Andrews, LLP.

Item Description:

Request for approval to pay the Board's attorney.

Overview:

On a monthly basis, the Board's attorney submits an invoice for services provided.

Salient Facts:

The College's attorney is hired by the Board under the authority of Section 1001.64(25), Florida Statutes, and for this reason invoices are brought for approval.

Past Actions:

The Board of Trustees approved the contract at the October 18, 2010 Board meeting and shall be effective through October 31, 2011. The contract may be renewed on an annual basis with four (4) consecutive one (1) year renewals for a total contract period of five (5) years. The Board shall be billed on an annual flat fee of \$160,000 for services of the firm.

Future Actions:

Monthly Invoices will be presented as they are submitted by the attorney.

Funding/Financial Matters:

Funding is budgeted in Fund 1, the Current Unrestricted Fund. The current amount due is \$13,333.33.

Staff Resource:

Teresa Smith

Recommended Action:

Authorize payment of invoices as presented.

ANDREWS, CRABTREE, KNOX & ANDREWS, LLP

P.O. BOX 12800
TALLAHASSEE, FL 32317
TAX ID #59-3621660

July 29, 2011

Jerry Schilling
Assistant Vice President for Administrative Services
Tallahassee Community College
444 Appleyard Drive
Tallahassee, FL 32304

Invoice# 10035 WRM
Our file# T00007 02276
Billing through 07/28/2011

Tallahassee Community College (General)
P.O. Number: 2011 00001580

FOR PROFESSIONAL SERVICES RENDERED

07/01/2011	WRM	Receipt and review of e-mail from A. Blagg re: status of Blackeney v. Flagler/TCC case (.1); Receipt and review of e-mail from T. Smith re: Brogan noise complaint (.1); Dictation and preparation of revisions to monthly litigation report based on new information (.2); Review and analysis of TCC's Biggest Fan contest rules (.4); E-mail to A. Maxwell re: TCC's Biggest Fan contest rules (.1); Receipt and review of e-mail from A. Maxwell re: TCC's Biggest Fan contest (.1); Receipt and review of e-mail from R. Tolson re: Florida Sterling Council agreement (.1); E-mail to R. Tolson re: Florida Sterling Council agreement (.1); Receipt and review of e-mail from S. Heath re: TCC/Avalanche v. Pro-Steel litigation (.1); Receipt and review of e-mail from R. Tolson re: Sterling Council contract (.1); Receipt and review of e-mail from B. Sloan re: Orchards DSO records (.1); E-mail to B. Sloan re: Orchards DSO records (.1);	1.60 hrs.
07/05/2011	WRM	Receipt and review of e-mail from R. Johnston re: Student Housing Solution agreement (.1); Receipt and review of proposed agreement with Student Housing Solution (.2); Receipt	3.20 hrs.

and review of e-mails (2) from R. Frazier re: release of student information (.2); E-mail to R. Frazier re: release of student information (.1); Review and analysis of Siebein Association report re: Brogan noise issue (.8); E-mail to T. Smith re: Brogan noise issue (.1); Receipt and review of e-mail from B. Sloan re: adjunct instructors (.1); Telephone conference with R. Tolson re: adjunct instructors (.1); Analysis: issues with adjunct instructor evaluations (1.0); E-mail to B. Sloan re: adjunct instructor evaluation (.2); Initial analysis: SHS agreement (.3);

07/06/2011	WRM	<p>Receipt and review of e-mail from B. Sloan re: adjunct faculty (.1); Telephone conference with R. Johnston re: SHS agreement (.1); Receipt and review of e-mail from L. Kling re: signature delegation (.1); Analysis of proposed SHS agreement (1.1); E-mail to R. Johnston re: proposed SHS agreement (.1); Receipt and review of signature authority delegation memos (.1); Analysis of President's delegation of signature authority (1.5); E-mail to L. Kling re: signature delegation (.2); Receipt and review of e-mail from A. Smith re: Blackeney v. TCC/Flagler (.1); Receipt, review and analysis of correspondence from A. Blagg re: Blackeney v. TCC/Flagler (.1);</p>	3.50 hrs.
07/07/2011	WRM	<p>Telephone conferences (2) with R. Tolson re: president's evaluation form, employee issue;</p>	0.20 hrs.
07/10/2011	WRM	<p>Receipt and review of e-mail from M. Banocy - Payne re: JIUISA documents (.1); Receipt and review of e-mails (2) from J. Schilling re: RFP 2011-12 (.2); Receipt and review of e-mail from M. Finkelstein re: HERC MOU (.1); Receipt and review of e-mail from S. Heath re: Avalanche/TCC v. Pro-Steel (.1); Receipt and review of e-mail from L. Kling re: City of Quincy sublease (.1); Receipt and review of e-mails (2) from M. Turner re: H.E. v. TCC motion (.2); Receipt and review of</p>	0.90 hrs.

e-mail from R. Johnston re: SNS agreement (.1);

07/11/2011	WT	Review Division of Corporations information for TCC;	0.10 hrs.
07/11/2011	WRM	<p>Receipt and review of 90 day status report re: Blackeney v. Flagler/TCC (.2); Receipt and review of draft summary judgment motion in H.E. v. TCC (.2); Receipt and review of draft summary judgment motion in H.E. v. TCC (.3); E-mail to M. Turner re: draft summary judgment memorandum in H.E. v. TCC (.1); Receipt and review of e-mails (2) from R. Bush re: H.E. v. TCC summary judgment (.2); E-mail to R. Bush re: H.E. v. TCC summary judgment (.1); Receipt and review of Hartley Metals offer of settlement to TCC in Avalanche/TCC v. Pro-Steel, et al (.1); E-mail to S. Heath re: Hartley Metals offer (.1); Review requested revisions to HERC MOU (.1); Review and analysis of sublease - City of Quincy/Gadsden County/TCC (.2); E-mail to L. Kling re: City of Quincy/Gadsden County/TCC sublease (.1); Review public record request and notice of bid protest re: RFP 2011-12 (.3); E-mail to J. Schilling re: bid protest - RFP 2011-12 (.1); Receipt and review of e-mail from L. Kling re: City of Quincy/Gadsden County/TCC sublease (.1); Review statute, e-mail re: Visa documents (.2); E-mail to M. Banocy-Payne re: Visa documentation (.1); Receipt and review of e-mail from M. Banocy-Payne re: Visa documentation (.1); Review RFP 2011-12, related statute and rule (.9); E-mail to J. Schilling re: RFP 2011-12, statute, rule (.1); Receipt and review of e-mail from S. Heath re: Hartley Metal offer (.1); Telephone conferences (2) with J. Schilling re: RFP 2011-12 bid protest (.3); Review Florida Statutes re: bid protests (.8); Receipt and review of e-mail from G. Wells re: TCC/UCF subcontract (.1); Review latest revision to</p>	5.60 hrs.

HERC MOU (.2); Review and analysis of UCF/TCC subcontract (.4); E-mail to G. Wells re: UCF/TCC subcontract (.1);

07/12/2011	WRM	Receipt and review of e-mail from B. Sloan re: HERC MOU (.1); Telephone conference with J. Schilling re: bid protest RFP 2011-12 (.1);	0.20 hrs.
07/13/2011	WRM	Receipt and review of e-mail from K. Gardner re: Brogan noise compliant (.1); Receipt and review of e-mail from R. Johnston re: SHS agreement (.1); E-mail to T. Smith re: Brogan noise complaint (.1); Telephone conferences (3) with T. Smith re: Brogan noise complaint, contract questions (.6); E-mail to K. Gardner re: Brogan noise complaint (.1); Review revised SHS agreement, compare to prior proposed agreement (.3); Receipt and review of e-mail from T. Smith re: contract question (.1); E-mail to R. Johnston re: SHS agreement (.1); Telephone conference with R. Tolson re: employee evaluations (.2);	1.70 hrs.
07/14/2011	WRM	Receipt and review of e-mail from B. Sloan re: possible testimony by Health Care Division employees (.1); Receipt and review of e-mail from L. Powell re: M.K. FCHR matter (.1); E-mail to B. Sloan re: Health Care Division employees possible testimony (.1); Receipt and review of FCHR no cause determination in M.K. matter (.3); E-mail to R. Tolson re: M.K. FCHR matter determination (.1); Receipt and review of e-mail from R. Tolson re: M.K. FCHR matter determination (.1); Conference with J. Schilling, B. Hinson, others re: potential bid protest (1.5); Telephone conference with R. Bush re: dispositive motion in H.E. case (.2); Review Florida Statute re: public records request, financial statements (.3); E-mail to J. Schilling re: exception of financial statements from public records disclosure (.1); Receipt and review of e-mail from J. Schilling re: request for production - requirement for financial statements (.1);	3.00 hrs.

07/15/2011	WRM	Receipt and review of EEOC dismissal/Right to Sue in G.C. matter (.1); Receipt and review of e-mail (2) from B. Sloan re: COT EMT training agreement (.2); Telephone conferences (2) with D. Wilder re: tenant/commercial lease (.2); Analysis - tenant holding over (.4); Dictation and preparation of revisions to TCC/COT EMT training agreement (.6); E-mails (2) to B. Sloan re: TCC/COT EMT training agreement (.2); Receipt and review of e-mails (2) from D. Wilder re: hold over tenant (.2); E-mail to D. Wilder re: hold over tenant (.1); Receipt and review of e-mail from A. Maxwell re: public records request - RFP 2011-2012 (.1); Receipt and review of e-mail from B. Hinson re: public record request - RFP 2011-2012 (.1);	2.20 hrs.
07/18/2011	WRM	Receipt and review of e-mails (2) from R. Tolson re: grant employees issues (.2); Telephone conference with R. Tolson re: grant employees issue (.1); Review timelines (2) re: grant employee issues (.2); Receipt and review of e-mails (2) from F. Brown re: Custom project agreement (.2); Conference with R. Tolson re: grant employees issues (1.2); Receipt and review of e-mail from T. Smith re: NWRDC contract (.1); Receipt and review of e-mail from R. Olmstead re: TCC APD CC training (.1); Review Custom project agreement (.3); Telephone conference with F. Brown re: Custom project agreement (.2); Review background information re: TCC APD training (.2); E-mail to R. Frazier re: TCC APD training (.1); Telephone conference with R. Frazier re: TCC APD training (.1); E-mail to R. Olmstead re: TCC APD training (.1); Review FERPA information re: TCC APD training (.2); Review NWRD contract with CCLA/TCC (.4); E-mail to T. Smith re: NWRDC contract with CCLA/TCC (.1); Analysis - royalties question re: Custom project agreement (.4); E-mail to F. Brown re:	4.60 hrs.

Custom project agreement - royalties (.1);
Telephone conferences (2) with R. Tolson -
contract and ops positions (.3);

07/19/2011	WRM	Telephone conferences (2) with R. Tolson re: hiring process question (.2); Receipt and review of e-mails (2) from J. Schilling re: bid protest RFP 2011-2012 (.2); Receipt and review of Bid Protest - RFP 2011-2012 (.4); Telephone conference with J. Schilling re: RFP 2011-2012 bid protest (.1); Receipt and review of e-mail from R. Olmstead re: TCC/APD training and FERPA (.1); Review 120.57 re: bid protest (.2); Begin analysis - bid protest RFP 2011-2012 (.5); Analysis - hiring process question (.7); Conference with T. Smith, J. Schilling, B. Hinson re: RFP 2011-2012 bid protest (.9); Receipt and review of e-mail from C. Easley re: Host Agency Agreement (.1); Receipt and review of e-mail from P. Mitchell re: Hood Property Lease (.1); Review and analysis of Host Agency Agreement (.4); E-mail to C. Easley re: Host Agency Agreement (.1); E-mail to J. Schilling re: bid protest RFP 2011-2012 (.1); Receipt and review of e-mails (2) from E. Eunice re: Datamaxx agreement (.2); E-mail to B. Hollimon re: Datamaxx agreement (.1); Telephone conference with B. Holliman re: Datamaxx agreement (.1); E-mail to E. Eunice re: Datamaxx agreement (.1); Receipt and review of e-mail from M. Turner re: dispositive motion in H.E. case (.1); Receipt and review of e-mail from A. Maxwell re: bid protest public record request (.1); Receipt and review of e-mail from B. Hinson re: bid protest public record request (.1); E-mail to A. Maxwell re: bid protest public record request (.1); E-mail to E. Eunice re: contact for Datamaxx agreement (.1); Receipt and review of e-mail from B. Holliman re: Datamaxx agreement (.1); Telephone conference with R. Tolson re: FMLA issue (.3);	5.50 hrs.
------------	-----	--	-----------

07/20/2011	WRM	Telephone conference with T. Smith re: Brogan noise complaint (.2); E-mail to K. Gardner re: Brogan noise complaint (.1); Analysis - law with regard to bid protests (.6); Receipt and review of e-mails (3) from K. Gardner re: Brogan noise complaint (.3); Receipt and review of e-mail from G. Wells re: Brogan noise meeting (.1); Telephone conference with E. Steinmeyer re: RFP 2011-12 bid protest (.2); E-mail to T. Smith re: bid protest meeting (.1); Telephone conference with E. Eunice re: Datamaxx agreement (.2); E-mail to B. Holliman re: Datamaxx agreement (.1);	1.90 hrs.
07/21/2011	WT	Telephone conference with E. Steinmeyer re: bid protest meeting;	0.20 hrs.
07/25/2011	WRM	Receipt and review of e-mail from B. Sloan re: application history agreement (.1); Receipt and review of e-mail from E. Eunice re: Datamaxx agreement (.1); Receipt, review and analysis of correspondence from E. Steinmeyer re: bid protest (.1); Receipt and review of e-mails (2) from T. Smith re: bid protest meeting (.2); Telephone conference with L. Killinger re: bid protest meeting (.1); Receipt and review of e-mail from J. Murdaugh re: Baycrest (.1); Receipt and review of e-mail from K. Gardner re: Brogan noise complaint (.1); E-mail to K. Gardner re: Brogan noise complaint (.1); E-mail to T. Smith re: Brogan noise complaint (.1); Receipt and review of e-mails (2) from B. Hollimon re: intellectual property ownership - Datamaxx (.2); Receipt and review of e-mail from T. Smith re: intellectual property ownership (.1); E-mail to B. Hollmon re: intellectual property ownership (.1); Receipt and review of e-mail from D. Robinson re: subscription agreements (.1); Receipt and review of e-mail from L. Schneider re: RFP 2011-2012 bid protest (.1); Receipt and review of e-mail from M. Turner re: TCC's dispositive motion in H.E. case (.1); Receipt and review of	3.80 hrs.

e-mails (3) from D. Ashburn re: bid protest meeting (.3); Receipt and review of e-mail from W. Patterson re: Marketplace vendor agreement (.1); Telephone conference with J. Schilling re: bid protest meeting (.1); Receipt and review of e-mail from B. Hinson re: bid protest meeting (.1); Receipt and review of e-mail from D. Wildes re: Century Park lease (.1); Receipt and review of e-mail from D. Wildes re: lease agreements (.1); Receipt and review of e-mail (2) from D. Ashburn re; records request - RFP (.1); Receipt and review of e-mails (2) from A. Maxwell re: records request - RFP (.2); Receipt and review of e-mails (2) from B. Hinson re: records request - RFP (.2); Receipt and review of e-mail from J. Schilling re: records request - RFP (.1); Receipt and review of e-mail from T. Smith re: Baycrest (.1); E-mails (2) to T. Smith re: Datamaxx agreement (.2); Receipt and review of e-mail from T. Smith re: Datamaxx agreement (.1); E-mail to B. Hollimon re: Datamaxx agreement (.1); Receipt and review of e-mail from B. Hollimon re: Datamaxx agreement (.1); Receipt and review of e-mail from D. Ashburn re: bid protest meeting (.1);

07/26/2011	WT	Telephone conference with D. Ashburn re: bid protest meeting (.1); Preparation of correspondence to D. Ashburn re: bid protest meeting (.1); Receipt, review and analysis of correspondence from D. Ashburn re: bid protest meeting (.1);	0.30 hrs.
07/26/2011	WRM	Receipt and review of e-mail from T. Smith re: Datamaxx agreement (.1); Receipt and review of e-mail from W. Patterson re: vender waiver form (.1); E-mail to W. Patterson re: vendor waiver form (.1); Receipt and review of e-mail from S. Grantham re: TCC APD training (.1); Receipt and review of e-mail from G. Wells re: Datamaxx agreement (.1); E-mail to G. Wells re: Datamaxx agreement (.1); Receipt and review of e-mail from R. Chaney re: FERPA	0.90 hrs.

question (.1); Receipt and review of e-mail from M. Turner re: H.E. case (.1); Receipt and review of e-mail from J. Willis re: Blackney v. TCC/Flager (.1);

07/27/2011	WRM	<p>Receipt and review of Marketplace vendor agreement (.2); E-mail to W. Patterson re: marketplace vendor agreement (.1); Review and analysis of FERRA, law enforcement records provision (.2); E-mail to R. Chaney re: law enforcement records (.1); Review SERU and Science America agreements (.3); E-mail to D. Robinson re: SERU and Science America agreements (.1); Receipt and review of e-mail from R. Chaney re: FERPA, law enforcement records (.1); Receipt and review of e-mail from T. Smith re: Datamaxx agreement (.1); E-mail to B. Holliman re: Datamaxx agreement (.1); E-mail to T. Smith re: Datamaxx agreement (.1); Receipt and review of e-mail from B. Holliman re: Datamaxx agreement (.1); Receipt and review of e-mail from D. Robinson re: SERU and Science America agreements (.1); Receipt and review of e-mail from W. Patterson re: marketplace vendor agreement (.1); Receipt and review of e-mail from R. Frazier re: TCC/APD training (.1); Receipt and review of e-mail from G. Wells re: S. Humphries complaint (.1);</p>	1.90 hrs.
07/28/2011	WRM	<p>Conference with T. Smith re: Datamaxx, TCC/DOE employees issues (.6); Conference with J. Chaires-Lacy re: TCC/DOE employees issues (.6); Receipt and review of e-mail from T. Smith re: Datamaxx meeting (.1); Review Florida Statute/Admin. Code - cited by TCC/DOE employee (.3); E-mail to J. Chaires-Lacy re: citations by TCC/DOE employee (.1); E-mail to T. Smith re: TCC/DOE employee issues (.1); E-mail to T. Smith re: Baycrest (.1); Telephone conference with T. Smith re: Baycrest, Datamaxx (.2); Telephone conference with W. Rabon re: student information request, employee</p>	5.10 hrs.

resignation (.2); Telephone conference with R. Frazier re: request for student directory information (.1); Review FERPA regulations re: student information release (.2); E-mail to J. Willis re: release of student addresses (.1); Telephone conference with B. Hollimon re: Datamaxx agreement (.2); Review and analysis of Concord Application Hosting Agreement (.5); E-mail to B. Sloan re: Concord Application Hosting Agreement (.1); Receipt and review of e-mails (2) from D. Robinson re: Newsbank License Agreement (.2); Review and analysis of Newsbank License Agreement (.4); E-mail to D. Robinson re: Newsbank License Agreement (.1); Telephone conference with R. Tolson re: employment evaluation, PIP (.2); Conference with T. Smith, E. Eunice, B. Hollimon re: Datamaxx agreement (.7);

July Fees for this matter

\$13,333.33

BILLING SUMMARY

Mabile, William R	Attorney	45.80 hrs	
Taylor, Winifred	Paralegal	0.60 hrs	
Fees		46.40 hrs	\$13,333.33
Disbursements			\$0.00
TOTAL CHARGES FOR THIS BILL			\$13,333.33