



June 20, 2023

**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 (May 2023)

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**Item Description**

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

**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 October 17, 2022 Board Meeting.

**Funding/ Financial Implications**

Funding is budgeted in Fund 1, the Current Unrestricted Fund. The current amount due is \$517.50 for May 2023.

**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: June 7, 2023  
 Invoice No. 80834  
 Client No. 25480.006

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

Purchase Order No. PO-015825 - 1

Statement of Legal Services

			Hours
05/02/2023	DMH	Review email, analyze issue and draft response	0.50
05/03/2023	DMH	Telephone conference with client (C. Grause)	0.10
05/10/2023	DMH	Review and reply to email	0.10
05/11/2023	BRR	Prepare and send zoom link for meeting	0.10
05/11/2023	DMH	Review email and reply	0.10
05/15/2023	DMH	Telephone conference with client / bargaining	0.60
05/15/2023	DMH	Draft email to opposing counsel	0.10
05/22/2023	DMH	Review email from UFF and respond	0.10
05/22/2023	DMH	Draft email to client	0.10
05/25/2023	DMH	Analyze issues new bill	0.30
<b>Current Services</b>			2.10
			\$517.50

Recapitulation

<u>Timekeeper</u>	<u>Hours</u>	<u>Rate</u>	<u>Total</u>
Denise M. Heekin	2.00	\$250.00	\$500.00
Beatriz R. Ramirez	0.10	\$175.00	\$17.50

Payments

04/20/2023	Payment	ACH Rcv'd 4/20/23	50.00
05/23/2023	Payment	ACH rec'd 5/23/23 Invoice 80456	150.00

Tallahassee Community College

Invoice Date: June 07, 2023

Invoice No. 80834

Client No. 25480.006

200.00

Total Current Work	\$517.50
Previous Balance Due	\$0.00
Balance Due	\$517.50

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