

**Leon County Research and Development Authority**

**NFIL Oversight Committee Meeting**

Collins Building Seminar Room

2051 East Paul Dirac Drive

Tallahassee, FL 32310

April 19, 2021

8:00am to 10:00am

**Minutes**

**Members in Attendance in Person:** Kristin Dozier (chair), Kevin Graham.

**Members in Attendance Virtually:** Tom Allen.

**Members Not in Attendance:** None.

**Guests:** Mary Jo Spector, FSU Research Facilities Design, Construction and Maintenance; Cam Whitlock, Architects Lewis + Whitlock; Ray Bye, LCRDA Board of Governors; Ron Miller, Bill Lickson, Peggy Bielby, LCRDA staff.

**1. Call to Order**

The meeting was called to order at 8:06am.

**2. Introduction of Guests**

All present introduced themselves.

**3. Approval of Participation by Electronic Means (if needed)**

In accordance with the Bylaws, there being a quorum of members present in person, the members of the Board present in person are required to approve participation by those participating via Electronic Means acknowledging that the COVID-19 pandemic constitutes extraordinary circumstances.

*Kevin Graham offered a motion to approve participation by electronic means. Kristin Dozier seconded the motion which passed unanimously.*

**4. Modifications to the Agenda**

None.

**5. Public Comment**

None.

**6. Schematic Design Phase**

Ron Miller explained that the committee was being asked to provide general approval to move forward with the overall conceptual plan as presented. Cam Whitlock reviewed the April 2021 Schematic Design Report. A two-story design has been given preliminary acceptance by the EDA, with a formal amendment and approval deferred until all changes can be presented as one amendment, most likely in July 2021. Mark Long, the UF Sid Martin Biotechnology Incubator Director, has looked over the plans and made suggestions. Cam explained that his areas of greatest concern are the projected \$316 psf cost; lab space is expensive and construction costs overall have skyrocketed, so structuring the bid process so that certain amenities can be evaluated independently of the total project is advisable. He also noted that the EDA timeline is tight, and the timing of the City of Tallahassee permit approvals can be unpredictable.

*Kevin Graham offered a motion to approve the design plan as presented. Tom Allen seconded the motion which passed unanimously.*

**7. NFIL Oversight Committee Schedule**

Ron Miller presented the proposed meeting schedule based on the milestone dates for the project. Other meetings may also be needed, but this schedule tracks the project schedule dates. The committee suggested that the July 1, 2021 meeting date be moved to July 8, 2021 in light of the Independence Day holiday. Future meetings will be scheduled more precisely as the milestone dates get closer.

**8. New Business**

None.

**9. Adjourn**

The meeting adjourned at 9:39am.

**Next NFIL Oversight Committee Meeting:**

July 8, 2021

8:00am – 10:00am