

Leon County Research and Development Authority
Executive Committee Meeting
Collins Building
2051 E Paul Dirac Drive
Tallahassee, FL 32310

Thursday, January 20, 2022
11:00am – 1:00pm

Minutes

Members in Attendance In-Person: Kevin Graham, Tom Allen, Dave Ramsay

Members in Attendance by Electronic Means: Kimberly Moore

Members Not in Attendance: None.

Guests: Ron Miller, Peggy Bielby (LCRDA Staff).

1. Call to Order

Chair Kevin Graham called the meeting to order at 11:05am.

2. Introduction of Guests

All present introduced themselves.

3. Approval of Participation by Electronic Means

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

Tom Allen offered a motion to approve participation by electronic means. Dave Ramsay seconded the motion which passed unanimously with Kimberly Moore not voting.

4. Modifications to the Agenda

None.

5. Public Comment

None.

6. Approval of Draft Meeting Minutes, September 21, 2021

Dave Ramsay offered a motion to approve the draft meeting minutes. Tom Allen seconded the motion which passed unanimously.

7. FSURF Loan for North Florida Innovation Labs Construction

The Florida State University Research Foundation (FSURF) is discussing terms with staff for a \$3,000,000 line of credit for the construction of the North Florida Innovation Labs. Staff will present the status of the discussion at the meeting.

Ron Miller reported on the status of the discussions and negotiations with the FSU Research Foundation, the terms and structure. Dave Ramsay offered a motion to direct staff to prepare the documents as discussed and move forward with the line of credit agreement with the FSU Research Foundation. Tom Allen seconded the motion which passed unanimously with Kevin Graham recusing himself from the vote.

8. ITB 22-01 Request for Bids: North Florida Innovation Labs Construction-Bid Instructions Amendment 1

Staff requests approval of the attached amendment to the Bid Instructions for ITB 22-01 to provide for an appeal process for ITB 22-01 Request for Bids: North Florida Innovation Labs Construction.

Tom Allen offered a motion to approve the amendment, adding the word “calendar” to the 14-day time limit to appeal to the NFIL Oversight Committee. Dave Ramsay seconded the motion which passed unanimously.

9. IBR 21-04 HVAC Preventative Maintenance Services Agreement

Staff requests approval of its recommendation to award Informal Bid Request 21-04 to the lowest bidder Engineered Cooling Services and approve the attached agreement. The Authority received three responsive and responsible bids to its request for bids, and Engineered Cooling Services’ price is \$13,797.48 per year, which was \$11,082.52 per year less than the second bidder. The agreement is for one year with Authority options for two additional one-year terms at the same price.

Dave Ramsay offered a motion to approve the award to Engineered Cooling Services and the attached agreement. Tom Allen seconded the motion which passed unanimously.

10. Budget Adjustment: Phipps Lease Revenue

The approved budget for FY 2021-22 included lease revenue of \$104,864 from the Phipps Building lease with the Florida Department of Transportation calculated at rates which will be in effect beginning October 1, 2022, in error. The correct lease revenue is \$128,635, an increase of \$23,771. Staff requests approval of the revised budget to reflect the correction.

Dave Ramsay offered a motion to approve the revised budget. Tom Allen seconded the motion which passed unanimously.

11. Staff Reports

a. Executive Director

Ron Miller stated he had nothing additional to report, but provided an update for Bill Lickson:

b. Director of North Florida Innovation Labs

Ron Miller noted that Bill Lickson was presenting at the Florida Association of Counties Innovation Day and reported that he is continuing his work on grants, recruiting for the Director of Marketing & Engagement position, NFIL groundbreaking planning, and StartupWind.

12. New Business

Dave Ramsay noted Dan Heater, retired director of facilities management at University of Iowa, will visit the Park following the meeting.

13. Adjourn

The meeting was adjourned at 12:16pm.