

Leon County Research and Development Authority
NFIL Oversight Committee Meeting
Collins Building Seminar Room
2051 East Paul Dirac Drive
Tallahassee, FL 32310

February 23, 2022
8:00am to 9:30am

Agenda

Due to the ongoing Coronavirus/COVID-19 pandemic, anyone wishing to address the Committee may appear in person (attendance in the room may be limited) or submit written comments by 9:00am the day before the scheduled meeting date so that the comments can be distributed to the committee members. Comments submitted after this time (up to the time of the meeting) will be accepted and included in the official record of the meeting. Email comments to: publicinput@inn-park.com and reference the meeting title and date in the subject line. Include your name and contact information. All times are approximate.

1. Call to Order
2. Introduction of Guests
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 Committee present in person are required to approve participation by those participating via Electronic Means acknowledging that the COVID-19 pandemic constitutes extraordinary circumstances.
4. Modifications to the Agenda
5. Public Comment
Any public comment received prior to the meeting will be provided to the Committee members in addition to any in-person public comment.
6. Approval of Draft Meeting Minutes—December 16, 2021 (*Attachment A*)
7. ITB 22-01 North Florida Innovation Labs Building Construction-Evaluation of Bids (*Attachment B*)
The Committee will evaluate bids received for ITB 22-01 North Florida Innovation Labs Building Construction as summarized on the attached tabulation. Staff will present funding options necessary to make a contract award.
8. Project Cost Update
Staff will provide an update on project costs incurred to date.
9. New Business

10. Adjourn

Next Meeting (if necessary)

Tuesday, March 1, 2022

8:00am – 9:00am

Collins Building

**Leon County Research and Development Authority
NFIL Oversight Committee Meeting**

Collins Building Seminar Room
2051 East Paul Dirac Drive
Tallahassee, FL 32310

December 16, 2021
8:00am – 10:00am

DRAFT Minutes

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

Members in Attendance by Electronic Means: Tom Allen.

Members Not in Attendance: None.

Guests: Mary Jo Spector, FSU Research Facilities Design; Cam Whitlock, Architects Lewis + Whitlock; Ron Miller, Bill Lickson, Peggy Bielby, LCRDA staff.

1. Call to Order

Chair Kristin Dozier called the meeting to order at 8:07am.

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 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 with Tom Allen not voting.

4. Modifications to the Agenda

Ron Miller asked to provide an update on the FSU Research Foundation loan negotiations, and that the committee approve the next meeting date and time, both under Item 10.

5. Public Comment

None.

6. Meeting Minutes – October 19, 2021

Kevin Graham offered a motion to approve the draft meeting minutes. Kristin Dozier seconded the motion which passed unanimously.

7. 100% Construction Documents Phase

Ron Miller and Cam Whitlock presented the 100% construction documents for the Committee's review and approval.

After discussion, Kevin Graham offered a motion to approve the documents. Tom Allen seconded the motion which passed unanimously.

8. Bid Documents/Draft Contract

Ron Miller and Cam Whitlock presented the construction bid documents and draft contract for the Committee's review and approval. Ron Miller also reviewed the project manual, advertisement for bids, and an amendment to the instructions to bidders, which were provided as a supplement.

After discussion, Kevin Graham offered a motion to approve the documents as presented with all addendums. Tom Allen seconded the motion which passed unanimously.

9. Project Cost Update

Ron Miller provided an update on project costs incurred to date.

10. New Business

Ron Miller provided an update on the loan negotiations with the FSU Research Foundation. The committee selected the next meeting date: Wednesday, Feb. 23, 2022 at 8:00am.


11. Adjourn

The meeting was adjourned at 9:35am.


Next Meeting:
Wednesday, February 23, 2022
8:00am – 9:30am
Collins Building
2051 E Paul Dirac Drive 32310

Leon County R&D Authority
ITB 22-01 North Florida Innovation Labs Building Construction
Bid Tabulation

	Culpepper	Shaffield
Base Bid	21,995,000.00	23,924,000.00
Security Deposit		
Bid Bond Form	yes	yes
Alternatives Form 004323	yes	yes
Additive Alternates:		
Alternate 1-Roller shades	55,000.00	75,000.00
Alternate 2-Extend North Porch	19,000.00	35,000.00
Alternate 3-Add entry canopy	48,000.00	28,000.00
Alternate 4-Add chemical storage bldg	104,000.00	50,000.00
Deductive Alternates:		
Alternate 5-Remove Exhaust Fan FEF-2	(23,000.00)	(22,000.00)
Alternate 6-Remove Water Heater WH-2	(9,000.00)	(3,000.00)
Alternate 7-Fume hood duct material subst	(51,000.00)	(50,000.00)
Alternate 8-Remove boiler B-2	(125,000.00)	(115,000.00)
Alternate 9- Remove section of 26" fume hood exhaust duct	(52,000.00)	(47,000.00)
Bid Form:		
Addenda Ackn.	yes	yes
Bid Form Signature	yes	yes
Subcontractor List 004336	yes	yes
Schedule of Values AIA Form G703 (or equal)	yes	NO
Licenses	yes	yes
Undertaking of Insurance (certificate of insurance)	yes	yes
Minimum Qualifications		
Statement of past experience on similar work	yes	NO
3 similar projects within the last 5 years	yes	TBD
Evidence of financial responsibility	yes	NO

Owner's Representative: 
Ronald Miller, Executive Director

Date: 2/15/2022

Architect's Representative: 
Cam Whitlock, Architects Lewis & Whitlock

Date: 2/15/22

Leon County Research and Development Authority
Project: North Florida Innovation Labs
Project Cost & Funding
2/15/2022

Project Cost:

Base Bid		\$ 21,995,000
Less: All Deductive Alternatives		<u>(260,000)</u>
Total Building Cost		<u>21,735,000</u>

Architectural & engineering-contract awarded:

A&E Fees	\$ 1,221,739	
Construction inspection	244,810	
Design contingency	<u>93,926</u>	1,560,475
Permit fees		28,000
Project contingency		<u>1,313,326</u>
Total Project Cost		<u>24,636,801</u>

<u>Funding:</u>	Original	Additional Funding	Total	
US DOC-Economic Development Administration	\$ 10,214,022	\$ 2,182,661	12,396,683	54.5%
The Florida State University Research Foundation	2,500,000	100,000	2,600,000	11.4%
Tallahassee-Leon County Office of Economic Vitality	2,500,000	-	2,500,000	11.0%
Leon County R&D Authority	1,809,348	445,665	2,255,013	9.9%
Line of Credit	-	3,000,000	3,000,000	13.2%
Total Funding	<u>\$ 17,023,370</u>	<u>\$ 5,728,326</u>	<u>22,751,696</u>	<u>100.0%</u>

Shortfall \$ 1,885,105

North Florida Innovation Labs
Project Cost
2/16/2022

	Contract/ Budget	Total Invoiced		Balance
Programming	26,950	26,950		-
Schematic Design	89,716	89,716		-
Design Development	224,291	224,291		-
50% Construction Documents	179,433	179,433		-
100% Construction Documents	179,433	179,433		-
Bid / Permitting	44,858			44,858
Construction Administration	179,433			179,433
Geotechnical Investigation	15,000	15,000		-
Geophysical Investigation	20,000	20,000		-
Topographic Survey	7,500	7,500		-
Structured Cable	16,600	5,900		10,700
Record Documents	8,800			8,800
Life Cycle Cost Analysis	7,000	7,000		-
Detailed Cost Projection	26,925	26,925		-
Building Code Required	39,900			39,900
Commissioning				
RF Testing	16,200			16,200
Furniture and Equipment	25,000			25,000
Planning				
Audio Visual Systems	12,600	10,740		1,860
EDA Grant Administration	15,000	5,280		9,720
Site Design, Engineering and Permitting	77,100	54,481		22,620
Printing Allowance	10,000			10,000
Enhanced Field Observation	244,810			244,810
Total A/E Contract	1,466,549	852,649	58%	613,901
A/E Contingency	93,926			93,926
Total A/E Budget	1,560,475	852,649	55%	707,827
Other A&E (Permits, etc)	28,000	12,888		15,112
Site Work	786,988	-		786,988
Construction Bid (less Site Work Budget)	20,948,012	-		20,948,012
Contingencies-EDA approved	1,313,326			1,313,326
Total Cost	<u>24,636,801</u>	<u>865,537</u>	4%	<u>23,771,264</u>
Reimbursed expense		<u>138</u>		

Funding	% Total		Total Share	NFIL Cash	
	Funded	% Non-Fed		Account Deposits	Remaining Funding
LCRDA	9.1530%	30.6595%	2,255,013	234,450	2,020,563
FSU	10.5533%	35.3500%	2,600,000	500,000	2,100,000
OEV	10.1474%	33.9904%	2,500,000	500,000	2,000,000
EDA	50.3177%		12,396,683	-	12,396,683
Total Funded	<u>80.1715%</u>		<u>19,751,696</u>	<u>1,234,450</u>	<u>18,517,246</u>
Borrowing Required	<u>19.8285%</u>		<u>4,885,105</u>	<u>-</u>	<u>4,885,105</u>
	<u>100.0000%</u>		<u>24,636,801</u>	<u>1,234,450</u>	<u>23,402,351</u>
NFIL Cash Account Balance				<u>368,775</u>	