



Chairman
Gary Schneider

TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339

Permanent Municipal Building Committee

~ AGENDA ~

Special Meeting

Monday, July 1, 2024

5:30 PM

Town Hall Annex Council Chambers -
Hybrid Format

REMOTE MEETING INFORMATION

Join Zoom Meeting

<https://us06web.zoom.us/j/87999268474?pwd=mZh8sNulTy4jXwbzwIwIcT0wn8HIBS.1>

Meeting ID: 879 9926 8474 Passcode: 149625

Dial by your location • +1 646 558 8656 US (New York)

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

1. MOTION to approve the PMBC regular meeting minutes of June 3, 2024 and the PMBC special meeting minutes of June 17,2024

Attachments: [PMBC Draft Minutes 6.3.2024](#)
[PMBC Special Meeting Draft Minutes 6.17.2024](#)

IV. CITIZENS COMMENTS

V. STV AND SILVER PETRUCELLI & ASSOCIATES UPDATE OF ROOF AND SOLAR PROJECTS

1. MOTION to approve Silver Petrucelli & Associates Inv #24-654 dated 6-1-2024 in the amount of \$328 for Ledyard - BOE Roof

Attachments: [SPA Inv #24-654 BOE Roof 6.1.2024 \\$328.00](#)

2. MOTION to approve Silver Petrucelli & Associates Inv #24-652 dated 6.1.2024 in the amount of \$476.00 for Gales Ferry Roof & PV

Attachments: [SPA Inv #24-652 Gales Ferry Roof & PV, 6-1-2024 \\$476.00](#)

3. MOTION to approve Silver Petrucelli & Associates Inv #24-653 dated 6.1.2024 in the amount of \$476.00 for Juliet Long Roof & PV

Attachments: [SPA Inv #24-653 Juliet Long Roof & PV, 6-2024 \\$476.00](#)

VI. UPDATE ON JULIET LONG, GALES FERRY AND BOE CENTRAL OFFICE ROOF PROJECTS

1. MOTION to approve Application & Certification for Payment dated 6.30.2024 for Juliet Long School Roof Replacement and Photovoltaic Project in the amount of \$917,905.79 to Gold Seal Roofing LLC

Attachments: [JWL ClientContractInvoiceGoldSealRoofing 6.20.2024](#)

2. MOTION to approve The Imperial Company Restoration Contractor, Inc. Payment Application in the amount of \$3,796.26 for Ledyard BOE Offices Project 24-137 dated 6.30.2024

Attachments: [BOE Offices Imperial Payment Application Project 24-137 6.30.2024](#)

3. MOTION to approve The Imperial Company, Restoration Contractors Inv #245962 dated 5.20.2024 in the amount of \$4,082.00 for Ledyard BOE Offices roof project

Attachments: [BOE Offices Imperial Invoice #245962 5.20.2024](#)

4. MOTION to approve The Imperial Company Restoration Contractor, Inc. Payment Application dated 6.30.2024 in the among of \$442,215.00 for Project 24-135 Gales Ferry School

Attachments: [GFS Imperial Roof Payment Application Project 24-135 6.30.2024](#)

5. MOTION to approve The Imperial Company, Restoration Contractors Inv #245956 dated 5.20.2024 in the amount of \$19,291.00 for Gales Ferry School & Photovoltaic Project

Attachments: [GFS Imperial Roof Invoice #245956 5.20.2024](#)

6. Discussion and possible action on rotted edge support at Juliet Long School

VII. JULIET LONG SCHOOL HVAC PROJECT UPDATE

1. JWL HVAC Project 2024

VIII. UPDATE ON SUMMER PROJECTS

1. Summer Projects 2024

IX. OLD BUSINESS

1. Old Republic Builder's Risk Quote and increased Insurance Premium for School Roof/Solar projects

Attachments: [Old Republic Builder's Risk Quote w_ signature 6.2.2024](#)
[Correspondence Re_ Ledyard Roof_ Solar Projects - Old Republic Quote](#)
[Old Republic Builders Risk Binder - Ledyard](#)
[Ledyard - Builders Risk Policy Invoice](#)
[Ledyard Invoice 33010 - Builders Risk Endt Invoice](#)

2. Discussion of the Town Council's possible action to amend Ordinance #100-015
-

Establishing a Permanent Municipal Building Committee

Attachments: [ORD-#100-015-An Ordinance Establishing
PMBC-DRAFT-2024-06-12doc](#)

X. ADJOURNMENT

DISCLAIMER: Although we try to be timely and accurate these are not official records of the Town.



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0529

Agenda Date: 7/1/2024

Agenda #: 1.

MINUTES

Minutes:

MOTION to approve the PMBC regular meeting minutes of June 3, 2024 and the PMBC special meeting minutes of June 17, 2024



TOWN OF LEDYARD

Permanent Municipal Building Committee

Meeting Minutes - Draft Minutes

4 Blonders Boulevard
Ledyard, Connecticut 06339

Chairman
Gary Schneider

Regular Meeting

Monday, June 3, 2024

5:30 PM

Board of Education Central Office
-Hybrid Format

REMOTE MEETING INFORMATION

I. CALL TO ORDER

Chairman Schneider called the meeting to order at 5:30 p.m.

II. ROLL CALL

Also present: Lisa Sartori, PMBC Secretary; Wayne Donaldson, BOE Facilities Director; Kyle Rongey, STV & Tonya Cutolo, SPA

Present Committee Member Gary Schneider
Committee Member Gerald Tyminski
Committee Member Joseph Gush
Committee Member George Hosey
BOE Representative Kate DiPalma-Herb

Absent Committee Member Elizabeth Peterson
BOE Representative Jennifer Reguin

III. APPROVAL OF MINUTES

A motion was made by Committee Member Gush, seconded by Committee Member Hosey, that this be Approved and so declared. The motion carried by the following vote:

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: George Hosey

AYE 5 Schneider Tyminski Gush Hosey DiPalma-Herb

ABSENT 2 Peterson Reguin

MOTION to approve the regular meeting minutes of May 6, 2024

IV. CITIZENS COMMENTS

NONE

V. STV AND SILVER PETRUCELLI & ASSOCIATES UPDATE OF ROOF AND SOLAR PROJECTS

Kyle Rongey stated the contract has been returned for Juliet Long and solar and the BOE building - Gales Ferry school has been signed . He also stated the sky lights are a longer lead time then anticipated.

- .1 MOTION to approve Silver Petrucelli & Associates Inv #24-499 dated 5-1-2024 in the amount of \$1,666.00 for Juliet Long Roof & PV

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey DiPalma-Herb

ABSENT 2 Peterson Reguin

- .2 MOTION to approve Silver Petrucelli & Associates Inv #24-500 dated 5-1-2024 in the amount of \$1,666.00 for Gales Ferry Roof & PV

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey DiPalma-Herb

ABSENT 2 Peterson Reguin

- .3 MOTION to approve Silver Petrucelli & Associates Inv #24-528 dated 5-1-2024 in the amount of \$1,148.00 for BOE Roof

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey DiPalma-Herb

ABSENT 2 Peterson Reguin

- .4 MOTION to approve LocaliQ Inv #0006378005, dated April 2024, in the amount of \$1,486.53 for advertising of bid proposals for Juliet Long School, Gales Ferry School and Board of Education roof projects

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey DiPalma-Herb

ABSENT 2 Peterson Reguin

VI. JULIET LONG SCHOOL HVAC PROJECT UPDATE

Wayne Donaldson reported grant has been approved for the entire amount \$2.1 million. The Fuss & O'Neill letter for \$1,600.00 is not an invoice, just approval for testing of ceiling tiles and lead paint in the classrooms.

- .1 Letter of authorization from Fuss & O'Neill dated April 9, 2024, to perform asbestos and lead paint testing for Juliet Long School HVAC - total \$1,600.00

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Kate DiPalma-Herb

AYE 5 Schneider Tyminski Gush Hosey DiPalma-Herb

ABSENT 2 Peterson Reguin

- .2 MOTION to approve Friar Architecture Inc Inv #2023-121A-01 dated 4-30-2024 in the amount of \$9,240.00 for Juliet Long HVAC

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Kate DiPalma-Herb

AYE 5 Schneider Tyminski Gush Hosey DiPalma-Herb

ABSENT 2 Peterson Reguin

- .3 MOTION to approve Friar Architecture Inc Inv #2023-121A-02 dated 5-31-2024 in the amount of \$55,440.00 for Juliet Long HVAC

George Hosey asked if work has been done to cover this invoice. Wayne Donaldson stated yes, preliminary plans are ready. Also must start construction 12 months from award of grant - starting of construction is considered when contract is awarded.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush

SECONDER: Kate DiPalma-Herb

AYE 5 Schneider Tyminski Gush Hosey DiPalma-Herb

ABSENT 2 Peterson Reguin

VII. UPDATE ON SUMMER PROJECTS

Wayne Donaldson stated projects are moving along - all quotes are in - all within budget. Looking to do 10 classrooms at the high school - will bring plans to the next meeting.

VIII. DISCUSSION OF TOWN COUNCIL'S POSSIBLE ACTION TO AMEND ORDINANCE #100-015 ESTABLISHING A PERMANENT MUNICIPAL BUILDING COMMITTEE

Chairman Schneider stated he attended the Administration Committee meeting - would like comments from the members.

Jerry Tyminski - on pg 2 paragraph 3 states proposals for owner's representative is subject to

review by Director of Finance - should have the requirements written in the contract proposals. Membership - permanent members have a 3yr term - temporary members have no term -how long are they members? Quorum states shall consist of a majority of members, quorum is 4 - does not mention temporary members - needs clarification of voting members. Page 3 - PMBC in regards to cash flow - clarification. Page 2 states PMBC to make a recommendation to the Town Council for award of services - final decision of award is with Town Council when they are not present during the presentations - does not agree.

George Hosey - stated if projects exceed \$500,000 an owner's representative shall be hired - why that amount? PMBC is entrusted to interview and choose owner's representative - why not include complexity and length of project - Jerry Tyminski stated project needs to warrant the cost of an owner's representative. Kate DiPalma-Herb stated she would like an out to decide if an owner's representative is needed - members agreed. Also if PMBC is interviewing, scoring and choosing an owner's representative, why should Town Council be able to choose another, when they have not been involved in the hiring process? She also stated the Mayor's comments and Superintendent's comment are unclear - there was discussion at the Administration Committee regarding there be 3 Board of Education members. She also stated when the school projects were just getting started, Sam the BOE Facilities Director at the time, wanted to hire an owner's representative, but the town declined. She also stated Wayne Donaldson and the superintendent put together a timeline of the roof projects and HVAC system. There was a lot of road blocks along the way - it was nothing the PMBC did or did not do.

George Hosey also questioned why the PMBC ordinance was being revised and the PMBC was not aware of it.

Chairman Schneider asked each member to give their comments electronically so he may bring them to the next Administration Committee meeting. He believes most of the proposed changes are very positive.

IX NEW BUSINESS

Lisa Sartori announced this will be her last meeting - she thanked everyone for their support along the way. Kristen Chapman, Mayor's Assistant will be taking over. The committee thanked her for her work for the PMBC.

Wayne Donaldson distributed roof colors. He stated he has used green on 3 other buildings. It was consensus of the committee to use emerald green for the roof.

X. ADJOURNMENT

MOTION made by Kate DiPalma-Herb to adjourn the meeting, seconded by Joe Gush - meeting adjourned at 6:15 p.m.

DISCLAIMER: Although we try to be timely and accurate these are not official records of the Town.



TOWN OF LEDYARD

Permanent Municipal Building Committee

Meeting Minutes - Draft Minutes

4 Blonders Boulevard
Ledyard, Connecticut 06339

Chairman
Gary Schneider

SPECIAL MEETING

Monday, June 17, 2024

5:30 PM

Town Hall Annex - Council Chambers
- Hybrid Meeting

REMOTE MEETING INFORMATION

Join Zoom Meeting

<https://us06web.zoom.us/j/83883508494?pwd=mLfBT1bYRgDlofafq29qIvltbsBhll.1>

Meeting ID: 838 8350 8494

Passcode: 090313

Dial by your location +1 646 558 8656 US (New York)

I. CALL TO ORDER

Chairman Schneider called the Permanent Municipal Building Committee Special Meeting to order at 5:30 p.m. at the Council Chambers, Town Hall Annex Building.

II. ROLL CALL

Present Committee Member Gary Schneider
 Committee Member Gerald Tyminski
 Committee Member Joseph Gush
 BOE Representative Kate DiPalma-Herb
 BOE Representative Jennifer Reguin
Excused Committee Member George Hosey
 Committee Member Elizabeth Peterson

In addition, the following were present:
Wayne Donaldson - BOE Facilities Director
Kristen Chapman - Mayoral Assistant, PMBC Support Staff

III. STV AND SILVER PETRUCELLI & ASSOCIATES UPDATE OF ROOF PROJECTS AND SOLAR DESIGNS

Mr. Donaldson stated that the project is on schedule and the only updates at this time are the change orders on the agenda this evening.

1. MOTION to approve change orders in the amount of \$22,498 in order to use a cold applied spray

product adhesive instead of hot applied adhesive for the BOE Central Office roof project

Discussion:

Mr. Donaldson stated they are moving to a cold applied adhesive rather than a hot tar. The original quotes were for hot tar due to budget concerns, however the cold applied procedure is a cleaner process. The Contractor has confirmed the material is available and there will not be more than a 24 hour delay for the project. The 30 year warranty remains the same and the cold adhesive is a superior product. Mr. Donaldson confirmed that the change order will not affect the State Grant.

RESULT: APPROVED AND SO DECLARED

MOVER: Gary Schneider

SECONDER: Kate DiPalma-Herb

AYE 5 Schneider Tyminski Gush DiPalma-Herb Reguin

EXCUSED 2 Hosey Peterson

2. MOTION to approve a change order in the amount of \$15,850 in order to use a cold applied spray adhesive instead of a hot applied adhesive for the Gales Ferry School roof project

Discussion:

Chairman Schneider inquired if the cold-adhesive process will be quicker to apply. Mr. Donaldson replied the timeline for the project should remain the same.

RESULT: APPROVED AND SO DECLARED

MOVER: Gary Schneider

SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush DiPalma-Herb Reguin

EXCUSED 2 Hosey Peterson

3. Old Republic Builder's Risk Quote and increased Insurance Premium for School Roof/Solar projects

Mr. Donaldson shared the quote from the Town's Insurance provider. Mr. Donaldson confirmed the quote came through the Finance Director. Ms. Chapman share the cost for the builder's risk policy is \$5000 and there will also be an increased premium charge of approximately \$32,000. Ms. Chapman added the buildings will be insured through a stand alone policy for the duration of the project.

RESULT: DISCUSSED

4. Discussion and possible action on a change order for Gold Seal roofing.

Discussion:

Mr. Donaldson stated the projects are well within the budget as the overall costs came in lower than expected and is not due to receiving the State Grant.

MOTION to accept change order #2 from Gold Seal Roofing, LLC to revise the roof assembly at Juliet Long School in the amount of \$148,441.62

RESULT: APPROVED AND SO DECLARED

MOVER: Kate DiPalma-Herb

SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush DiPalma-Herb Reguin

EXCUSED 2 Hosey Peterson

Discussion:

Mr. Donaldson stated the next two items are related to brick work. He shared rather than do the brick work to repair the chimney the recommendation is to place metal plating on the brick. This eliminates additional masonry work and more importantly ties the whole wall down to the roofing system.

Ms. DiPalma-Herb asked what needed to be repaired. Mr. Donaldson replied the bricks on the chimney had a lot of damage and the auditorium was fine but needs to be extended. Mr. Donaldson confirmed that this alternate recommendation does not involve any additional masonry work.

The Committee chose Dark Bronze for the metal panels.

MOTION to approve change request #3 for Juliet Long School in regards to metal wall panels at the auditorium exterior in the amount of \$85,680.

RESULT: APPROVED AND SO DECLARED

MOVER: Kate DiPalma-Herb

SECONDER: Joseph Gush

AYE 5 Schneider Tyminski Gush DiPalma-Herb Reguin

EXCUSED 2 Hosey Peterson

Discussion:

Mr. Tyminski inquired if this will be standard cap on a chimney. Mr. Donaldson replies yes, but it will be cut into the same material with the same color. Mr. Tyminski asked if there would be a problem with the heat coming out? Mr. Donaldson said he is not concerned as the school is not longer using gas and the flu will take care of the heat dispersed.

MOTION to approve change order request #4 for Juliet Long School for metal wall panels and cap at chimney in the amount of \$18,360.

RESULT: APPROVED AND SO DECLARED

MOVER: Kate DiPalma-Herb

SECONDER: Joseph Gush

AYE 5 Schneider Tyminski Gush DiPalma-Herb Reguin

EXCUSED 2 Hosey Peterson

IV. NEW BUSINESS

1. MOTION to change the location of the monthly PMBC meeting from the BOE Central Office to Town Hall Annex - Council Chambers. Meetings will remain on the first Monday of the month at 5:30 p.m.

RESULT: APPROVED AND SO DECLARED

MOVER: Gary Schneider

SECONDER: Kate DiPalma-Herb

AYE 5 Schneider Tyminski Gush DiPalma-Herb Reguin

EXCUSED 2 Hosey Peterson

V. ADJOURNMENT

Mr. Gush moved the meeting be adjourned, seconded Ms. DiPalma-Herb

The meeting adjourned at 5:52 p.m.

VOTE: 5-0 Approved and so declared

Respectively Submitted,

Chairman Schneider
Permanent Municipal Building Committee

DISCLAIMER: Although we try to be timely and accurate these are not official records of the Town.



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0524

Agenda Date: 7/1/2024

Agenda #: 1.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

MOTION to approve Silver Petrucelli & Associates Inv #24-654 dated 6-1-2024 in the amount of \$328 for Ledyard - BOE Roof

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Finance Director Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

(type text here)



SILVER PETRUCELLI + ASSOCIATES

3190 WHITNEY AVENUE HAMDEN CT 06518
311 STATE STREET NEW LONDON CT 06320
203 230 9007 silverpetrucelli.com

Town of Ledyard
Wayne Donaldson
741 Colonel Ledyard Highway
Ledyard, CT 06339

Invoice number 24-654
Date 06/01/2024

Project **22.331 Ledyard - BOE Roof**

Professional services through May 31, 2024.

roof replacement of approx 9,265 sf & MEP renos

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Current Billed
Schematic Design Phase	2,260.00	100.00	2,260.00	2,260.00	0.00
Construction Documents	4,870.00	100.00	4,870.00	4,870.00	0.00
Bid Phase	1,640.00	100.00	1,640.00	1,312.00	328.00
Construction Administration & Closeout	4,980.00	0.00	0.00	0.00	0.00
Total	13,750.00	63.78	8,770.00	8,442.00	328.00

Invoice total **328.00**

Invoice Summary

Description	Contract Amount	Total Billed	Prior Billed	Current Billed
Schematic Design Phase	2,260.00	2,260.00	2,260.00	0.00
Construction Documents	4,870.00	4,870.00	4,870.00	0.00
Bid Phase	1,640.00	1,640.00	1,312.00	328.00
Construction Administration & Closeout	4,980.00	0.00	0.00	0.00
Total	13,750.00	8,770.00	8,442.00	328.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
24-528	05/01/2024	1,148.00		1,148.00			
24-654	06/01/2024	328.00	328.00				
	Total	1,476.00	328.00	1,148.00	0.00	0.00	0.00

Approved by:

Tanya R. Cutolo
 Project Manager



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0525

Agenda Date: 7/1/2024

Agenda #: 2.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

MOTION to approve Silver Petrucelli & Associates Inv #24-652 dated 6.1.2024 in the amount of \$476.00 for Gales Ferry Roof & PV

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Finance Director Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

(type text here)



SILVER PETRUCELLI + ASSOCIATES

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311 STATE STREET NEW LONDON CT 06320
203 230 9007 silverpetrucelli.com

Town of Ledyard
Wayne Donaldson
741 Colonel Ledyard Highway
Ledyard, CT 06339

Invoice number 24-652
Date 06/01/2024

Project **22.331 Ledyard - Gales Ferry Roof and PV**

Professional services through May 31, 2024.

roof replacement of approx. 47,929 sf, PV install & MEP upgrades

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Current Billed
Schematic Design Phase	4,400.00	100.00	4,400.00	4,400.00	0.00
Construction Documents	6,560.00	100.00	6,560.00	6,560.00	0.00
Bid Phase	2,380.00	100.00	2,380.00	1,904.00	476.00
Construction Administration & Closeout	6,300.00	0.00	0.00	0.00	0.00
Photovoltaic	13,360.00	100.00	13,360.00	13,360.00	0.00
Total	33,000.00	80.91	26,700.00	26,224.00	476.00

Invoice total **476.00**

Invoice Summary

Description	Contract Amount	Total Billed	Prior Billed	Current Billed
Schematic Design Phase	4,400.00	4,400.00	4,400.00	0.00
Construction Documents	6,560.00	6,560.00	6,560.00	0.00
Bid Phase	2,380.00	2,380.00	1,904.00	476.00
Construction Administration & Closeout	6,300.00	0.00	0.00	0.00
Photovoltaic	13,360.00	13,360.00	13,360.00	0.00
Total	33,000.00	26,700.00	26,224.00	476.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
24-500	05/01/2024	1,666.00		1,666.00			
24-652	06/01/2024	476.00	476.00				
	Total	2,142.00	476.00	1,666.00	0.00	0.00	0.00

Approved by:

Tanya R. Cutolo
 Project Manager



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0526

Agenda Date: 7/1/2024

Agenda #: 3.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

MOTION to approve Silver Petrucelli & Associates Inv #24-653 dated 6.1.2024 in the amount of \$476.00 for Juliet Long Roof & PV

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Finance Director Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

(type text here)



SILVER PETRUCELLI + ASSOCIATES

3190 WHITNEY AVENUE HAMDEN CT 06518
311 STATE STREET NEW LONDON CT 06320
203 230 9007 silverpetrucelli.com

Town of Ledyard
Wayne Donaldson
741 Colonel Ledyard Highway
Ledyard, CT 06339

Invoice number 24-653
Date 06/01/2024

Project **22.331 Ledyard - Juliet Long Roof & PV**

Professional services through May 31, 2024.

roof replacement approx 36,421 sf, PV install & MEP upgrades

Description	Contract Amount	Percent Complete	Total Billed	Prior Billed	Current Billed
Schematic Design Phase	3,940.00	100.00	3,940.00	3,940.00	0.00
Construction Documents	5,550.00	100.00	5,550.00	5,550.00	0.00
Bid Phase	2,380.00	100.00	2,380.00	1,904.00	476.00
Construction Administration & Closeout	6,300.00	0.00	0.00	0.00	0.00
Photovoltaic	13,360.00	100.00	13,360.00	13,360.00	0.00
Storm Drainage (\$2700/day)	0.00	0.00	0.00	0.00	0.00
Total	31,530.00	80.02	25,230.00	24,754.00	476.00

Invoice total **476.00**

Invoice Summary

Description	Contract Amount	Total Billed	Prior Billed	Current Billed
Schematic Design Phase	3,940.00	3,940.00	3,940.00	0.00
Construction Documents	5,550.00	5,550.00	5,550.00	0.00
Bid Phase	2,380.00	2,380.00	1,904.00	476.00
Construction Administration & Closeout	6,300.00	0.00	0.00	0.00
Photovoltaic	13,360.00	13,360.00	13,360.00	0.00
Storm Drainage (\$2700/day)	0.00	0.00	0.00	0.00
Total	31,530.00	25,230.00	24,754.00	476.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
24-499	05/01/2024	1,666.00		1,666.00			
24-653	06/01/2024	476.00	476.00				
	Total	2,142.00	476.00	1,666.00	0.00	0.00	0.00

Approved by:

Tanya R. Cutolo
 Project Manager



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0533

Agenda Date: 7/1/2024

Agenda #: 1.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

MOTION to approve Application & Certification for Payment dated 6.30.2024 for Juliet Long School Roof Replacement and Photovoltaic Project in the amount of \$917,905.79 to Gold Seal Roofing LLC

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Finance Director Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

(type text here)

A	B	C	D	E	F	G		H	I
Item No.	Description	Scheduled Value	Work Completed From Previous Application (D+E)	Work Completed This Period	Materials Presently Stored (Not in D or E)	Total Completed and Stored To Date (D+E+F)	% Complete	Balance To Finish	Retainage
01	Bonding	\$25,000.00	\$0.00	\$25,000.00		\$25,000.00	100	\$0.00	\$1,250.00
02	Mobilization	\$10,000.00	\$0.00	\$5,000.00		\$5,000.00	50	\$5,000.00	\$250.00
03	Safety	\$10,000.00	\$0.00			\$0.00	0	\$10,000.00	\$0.00
04	Roof Vacuum	\$20,000.00	\$0.00	\$20,000.00		\$20,000.00	100	\$0.00	\$1,000.00
05	Plumbing	\$7,500.00	\$0.00			\$0.00	0	\$7,500.00	\$0.00
06	Roof Insulation Materials	\$150,000.00	\$0.00	\$150,000.00		\$150,000.00	100	\$0.00	\$7,500.00
07	Roof Insulation Labor	\$80,000.00	\$0.00	\$4,000.00		\$4,000.00	5	\$76,000.00	\$200.00
08	Roof Membrane Materials	\$550,000.00	\$0.00	\$550,000.00		\$550,000.00	100	\$0.00	\$27,500.00
09	Roof Membrane Labor	\$419,500.00	\$0.00	\$20,975.00		\$20,975.00	5	\$398,525.00	\$1,048.75
10	Sheet Metal Materials	\$35,000.00	\$0.00			\$0.00	0	\$35,000.00	\$0.00
11	Sheet Metal Labor	\$40,000.00	\$0.00			\$0.00	0	\$40,000.00	\$0.00
12	Skylights Materials and Labor	\$20,000.00	\$0.00			\$0.00	0	\$20,000.00	\$0.00
13	Thruwall Flashings	\$25,000.00	\$0.00			\$0.00	0	\$25,000.00	\$0.00
14	Closeout	\$10,000.00	\$0.00			\$0.00	0	\$10,000.00	\$0.00
15	Allowance#1 Metal Deck	\$20,000.00	\$0.00			\$0.00	0	\$20,000.00	\$0.00
16	Allowance#2 Chimney Brick	\$5,000.00	\$0.00			\$0.00	0	\$5,000.00	\$0.00
17	Alt#4 Solar panel and equipment	\$890,000.00	\$0.00			\$0.00	0	\$890,000.00	\$0.00
18	CO#1 Spatter spray adhesice	\$24,800.00	\$0.00	\$24,800.00		\$24,800.00	100	\$0.00	\$1,240.00
19	CO#2 Revise Roof Assembly	\$148,441.62	\$0.00	\$148,441.62		\$148,441.62	100	\$0.00	\$7,422.08
20	CO#3 Metal Wall Panels	\$85,680.00	\$0.00	\$18,000.00		\$18,000.00	21	\$67,680.00	\$900.00
21	CO#4 Chimney Wall Panels and Cap	\$18,360.00	\$0.00			\$0.00	0	\$18,360.00	\$0.00

Totals: \$2,594,281.62 \$0.00 \$966,216.62 \$0.00 \$966,216.62 37 \$1,628,065.00 \$48,310.83



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0572

Agenda Date: 7/1/2024

Agenda #: 2.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

MOTION to approve The Imperial Company Restoration Contractor, Inc. Payment Application in the amount of \$3,796.26 for Ledyard BOE Offices Project 24-137 dated 6.30.2024

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Finance Director Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

(type text here)

PAYMENT APPLICATION

TO: Ledyard Town of 741 Colonel Ledyard Highway Ledyard CT 06339 Attn:	PROJECT NAME AND LOCATION: 24-137 Ledyard BOE 24-137 Ledyard BOE 4 Blonder Blvd Ledyard CT 06339	APPLICATION # 1 PERIOD THRU: 06/30/2024 PROJECT #s: 24-137 DATE OF CONTRACT: 05/17/2024	Distribution to: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> <input type="checkbox"/>
FROM: The Imperial Company Restoration Contractor, Inc. 261 Main Street Cromwell, CT 06416	ARCHITECT: Silver Petrucelli and Associates, Inc. 3190 Whitney Avenue, Bldg.2 Hamden, CT 06518		
FOR:			

CONTRACTOR'S SUMMARY OF WORK


Application is made for payment as shown below.
 Continuation Page is attached.

1. CONTRACT AMOUNT	\$378,000.00
2. SUM OF ALL CHANGE ORDERS	\$0.00
3. CURRENT CONTRACT AMOUNT (Line 1 +/- 2)	\$378,000.00
4. TOTAL COMPLETED AND STORED (Column G on Continuation Page)	\$4,082.00
5. RETAINAGE:	
a. 7.00% of Completed Work (Columns D + E on Continuation Page)	\$285.74
b. 0.00% of Material Stored (Column F on Continuation Page)	\$0.00
Total Retainage (Line 5a + 5b or Column I on Continuation Page)	\$285.74
6. TOTAL COMPLETED AND STORED LESS RETAINAGE (Line 4 minus Line 5 Total)	\$3,796.26
7. LESS PREVIOUS PAYMENT APPLICATIONS	\$0.00
8. PAYMENT DUE	\$3,796.26
9. BALANCE TO COMPLETION (Line 3 minus Line 6)	\$374,203.74

SUMMARY OF CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$0.00	\$0.00
Total approved this month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES	\$0.00	

Contractor's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) the Work has been performed as required in the Contract Documents, (2) all sums previously paid to Contractor under the Contract have been used to pay Contractor's costs for labor, materials and other obligations under the Contract for Work previously paid for, and (3) Contractor is legally entitled to this payment.

CONTRACTOR: The Imperial Company Restoration Contractor, Inc.

By:  Date: 06/25/2024
 Bruce Raulukaitis, President

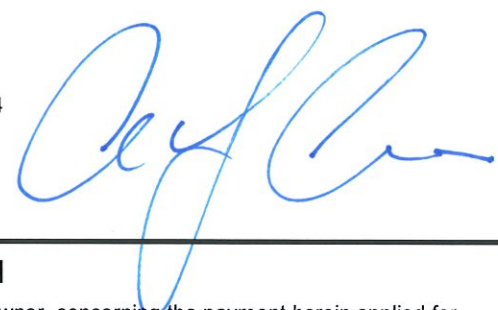
State of: Connecticut

County of: Middlesex

Subscribed and sworn to before me this 25th day of June 2024

Notary Public: Amy Carpenter

My Commission Expires: December 31, 2025



ARCHITECT'S CERTIFICATION

Architect's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) Architect has inspected the Work represented by this Application, (2) such Work has been completed to the extent indicated in this Application, and the quality of workmanship and materials conforms with the Contract Documents, (3) this Application for Payment accurately states the amount of Work completed and payment due therefor, and (4) Architect knows of no reason why payment should not be made.

CERTIFIED AMOUNT.....

(If the certified amount is different from the payment due, you should attach an explanation. Initial all the figures that are changed to match the certified amount.)

ARCHITECT: Paul Jorgensen

By: _____ Date: _____

Neither this Application nor payment applied for herein is assignable or negotiable. Payment shall be made only to Contractor, and is without prejudice to any rights of Owner or Contractor under the Contract Documents or otherwise.

CONTINUATION PAGE

PROJECT: 24-137 Ledyard BOE
24-137 Ledyard BOE

APPLICATION #: 1
DATE OF APPLICATION: 06/20/2024
PERIOD THRU: 06/30/2024
PROJECT #s: 24-137

Payment Application containing Contractor's signature is attached.

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G		H BALANCE TO COMPLETION (C-G)	I RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD		TOTAL COMPLETED AND STORED (D + E + F)	% COMP. (G / C)		
1	Payment and Performance Bond	\$4,082.00	\$0.00	\$4,082.00	\$0.00	\$4,082.00	100%	\$0.00	
2	Submittals	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$2,500.00	
3	Set-Up	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$2,500.00	
4	Safety	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$3,000.00	
5	Flat Roof Material	\$120,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$120,000.00	
6	Flat Roof Removal	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$6,000.00	
7	Flat Roof Install	\$68,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$68,000.00	
8	Slope Roof Material	\$80,918.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$80,918.00	
9	Slope Roof Removal	\$9,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$9,000.00	
10	Slope Roof Install	\$29,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$29,000.00	
11	Snowguards	\$4,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$4,500.00	
12	Snowguards Labor	\$3,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$3,500.00	
13	Drain Replacement	\$12,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$12,000.00	
14	Waste Removal	\$12,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$12,000.00	
15	Equipment	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$6,000.00	
16	Carpentry Material	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$6,000.00	
17	Carpentry Labor	\$9,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$9,000.00	
TOTALS		\$378,000.00	\$0.00	\$4,082.00	\$0.00	\$4,082.00	1%	\$373,918.00	



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0574

Agenda Date: 7/1/2024

Agenda #: 3.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

MOTION to approve The Imperial Company, Restoration Contractors Inv #245962 dated 5.20.2024 in the amount of \$4,082.00 for Ledyard BOE Offices roof project

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Finance Director Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

(type text here)



Phone:

Invoice # 245962	Page 1 of 1	29
Account Number	Date	
IMPECOM-02	5/20/2024	
BALANCE DUE ON		
6/20/2024		
AMOUNT PAID	Amount Due	
	\$4,082.00	

The Imperial Company, Restoration Contractors

Visit our payment portal at:

261 Main Street
Cromwell, CT 06416

24-137
Ledyard BOE

<https://worldinsurance.appliedpay.com/>

Bond - Contract PolicyNumber: 6602183 Effective: 5/20/2024 to 5/20/2025

Item #	Trans Eff Date	Due DateTrans	Description	Amount
4642974	5/20/2024	6/20/2024 NEWB	Ledyard Board of Education Offices	\$4,082.00
Total Invoice Balance:				\$4,082.00

Make Checks Payable To:

World Insurance Associates LLC
LB#1807
PO Box 95000
Philadelphia, PA 19195-0001

Wire Payments:

Bank Name: TD Bank, NA
Account Name: World Insurance Associates LLC
Bank Address: 2 Wall Street, New York, NY 10005
ABA (Wires): 031101266
Account No.: 4375185042

Electronic Payments:

For ACH or Credit Card payment, please visit the following link:
<https://worldinsurance.appliedpay.com/>

Important: Please include invoice number with all forms of payment.



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0575

Agenda Date: 7/1/2024

Agenda #: 4.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

MOTION to approve The Imperial Company Restoration Contractor, Inc. Payment Application dated 6.30.2024 in the amount of \$442,215.00 for Project 24-135 Gales Ferry School

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Finance Director Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

(type text here)

PAYMENT APPLICATION

<p>TO: Ledyard Town of 741 Colonel Ledyard Highway Ledyard CT 06339 Attn:</p>	<p>PROJECT NAME AND LOCATION: 24-135 Gales Ferry School 1858 CT-12 Gales Ferry CT 06335</p>	<p>APPLICATION # 1 PERIOD THRU: 06/30/2024 PROJECT #s: 072-0097RR/PV DATE OF CONTRACT: 05/28/2024</p>	<p>Distribution to: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> <input type="checkbox"/></p>
<p>FROM: The Imperial Company Restoration Contractor, Inc. 261 Main Street Cromwell, CT 06416</p>	<p>ARCHITECT: Silver Petrucelli and Associates, Inc. 3190 Whitney Avenue, Bldg.2 Hamden, CT 06518</p>		
<p>FOR:</p>			

CONTRACTOR'S SUMMARY OF WORK

Application is made for payment as shown below.
Continuation Page is attached.

1. CONTRACT AMOUNT	\$2,585,500.00
2. SUM OF ALL CHANGE ORDERS	\$0.00
3. CURRENT CONTRACT AMOUNT (Line 1 +/- 2)	\$2,585,500.00
4. TOTAL COMPLETED AND STORED (Column G on Continuation Page)	\$475,500.00
5. RETAINAGE:	
a. 7.00% of Completed Work (Columns D + E on Continuation Page)	\$33,285.00
b. 0.00% of Material Stored (Column F on Continuation Page)	\$0.00
Total Retainage (Line 5a + 5b or Column I on Continuation Page)	\$33,285.00
6. TOTAL COMPLETED AND STORED LESS RETAINAGE (Line 4 minus Line 5 Total)	\$442,215.00
7. LESS PREVIOUS PAYMENT APPLICATIONS	\$0.00
8. PAYMENT DUE	\$442,215.00
9. BALANCE TO COMPLETION (Line 3 minus Line 6)	\$2,143,285.00

Contractor's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) the Work has been performed as required in the Contract Documents, (2) all sums previously paid to Contractor under the Contract have been used to pay Contractor's costs for labor, materials and other obligations under the Contract for Work previously paid for, and (3) Contractor is legally entitled to this payment.

CONTRACTOR: The Imperial Company Restoration Contractor, Inc.

By: Bruce Raufukaitis, President Date: 06/25/2024

State of: Connecticut
County of: Middlesex

Subscribed and sworn to before me this 25th day of June 2024

Notary Public: Amy Carpenter
My Commission Expires: December 31, 2025

ARCHITECT'S CERTIFICATION

Architect's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) Architect has inspected the Work represented by this Application, (2) such Work has been completed to the extent indicated in this Application, and the quality of workmanship and materials conforms with the Contract Documents, (3) this Application for Payment accurately states the amount of Work completed and payment due therefor, and (4) Architect knows of no reason why payment should not be made.

CERTIFIED AMOUNT.....

(If the certified amount is different from the payment due, you should attach an explanation. Initial all the figures that are changed to match the certified amount.)

ARCHITECT: Paul Jorgensen
By: _____ Date: _____

Neither this Application nor payment applied for herein is assignable or negotiable. Payment shall be made only to Contractor, and is without prejudice to any rights of Owner or Contractor under the Contract Documents or otherwise.

SUMMARY OF CHANGE ORDERS	ADDITIONS	DEDUCTIONS
Total changes approved in previous months	\$0.00	\$0.00
Total approved this month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES	\$0.00	

CONTINUATION PAGE

PROJECT: 24-135 Gales Ferry School
24-135 Gales Ferry School

APPLICATION #: 1
DATE OF APPLICATION: 05/20/2024
PERIOD THRU: 06/30/2024
PROJECT #s: 072-0097RR/PV

Payment Application containing Contractor's signature is attached.

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G TOTAL COMPLETED AND STORED (D + E + F)		H BALANCE TO COMPLETION (C-G)	I RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD		% COMP. (G / C)			
							1		
2	Payment and Performance Bond	\$19,291.00	\$0.00	\$19,291.00	\$0.00	\$19,291.00	100%	\$0.00	
3	Set-Up	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100%	\$0.00	
4	Safety	\$12,000.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	50%	\$6,000.00	
5	Equipment	\$30,000.00	\$0.00	\$8,000.00	\$0.00	\$8,000.00	27%	\$22,000.00	
6	Waste Removal	\$21,000.00	\$0.00	\$15,000.00	\$0.00	\$15,000.00	71%	\$6,000.00	
7	Roofing								
8	Flat Roof Material	\$175,000.00	\$0.00	\$175,000.00	\$0.00	\$175,000.00	100%	\$0.00	
9	Flat Roof Insulation	\$37,000.00	\$0.00	\$37,000.00	\$0.00	\$37,000.00	100%	\$0.00	
10	Flat Roof Flash Material	\$12,209.00	\$0.00	\$12,209.00	\$0.00	\$12,209.00	100%	\$0.00	
11	Flat Roof Removal	\$6,000.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	100%	\$0.00	
12	Flat Roof Installation	\$51,800.00	\$0.00	\$35,000.00	\$0.00	\$35,000.00	68%	\$16,800.00	
13	Flat Roof Flash Labor	\$8,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$8,500.00	
14	Carpentry Material	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$4,000.00	100%	\$0.00	
15	Carpentry Labor	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$6,000.00	
16	Slope Roof Underlayment	\$90,000.00	\$0.00	\$90,000.00	\$0.00	\$90,000.00	100%	\$0.00	
17	Metal Railing	\$825,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$825,000.00	
18	Sheet Metal Material	\$82,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$82,000.00	
19	Slope Roof Removal	\$70,000.00	\$0.00	\$40,000.00	\$0.00	\$40,000.00	57%	\$30,000.00	
20	Install Underlayment	\$24,000.00	\$0.00	\$24,000.00	\$0.00	\$24,000.00	100%	\$0.00	
21	Install Metal Railing	\$240,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$240,000.00	
22	Fabricate Metal Flashing	\$14,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$14,000.00	
23	Sheet Metal Flash Labor	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$30,000.00	
24	Snowguards	\$90,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$90,000.00	
25	Snowguards Labor	\$55,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$55,000.00	
26	General Allowance	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$10,000.00	
27	Metal Deck Allowance	\$900.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$900.00	
28	Wood Deck Allowance	\$12,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$12,500.00	
29	Clean Up	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$1,500.00	
	SUB-TOTALS	\$1,931,700.00	\$0.00	\$475,500.00	\$0.00	\$475,500.00	25%	\$1,456,200.00	

CONTINUATION PAGE

PROJECT: 24-135 Gales Ferry School
 24-135 Gales Ferry School

APPLICATION #: 1
 DATE OF APPLICATION: 05/20/2024
 PERIOD THRU: 06/30/2024
 PROJECT #s: 072-0097RR/PV

Payment Application containing Contractor's signature is attached.

A ITEM #	B WORK DESCRIPTION	C SCHEDULED AMOUNT	D COMPLETED WORK		F STORED MATERIALS (NOT IN D OR E)	G		H BALANCE TO COMPLETION (C-G)	I RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS	AMOUNT THIS PERIOD		TOTAL COMPLETED AND STORED (D + E + F)	% COMP. (G / C)		
30	Photovoltaic								
31	Photovoltaic	\$653,800.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$653,800.00	
TOTALS		\$2,585,500.00	\$0.00	\$475,500.00	\$0.00	\$475,500.00	18%	\$2,110,000.00	



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0576

Agenda Date: 7/1/2024

Agenda #: 5.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

MOTION to approve The Imperial Company, Restoration Contractors Inv #245956 dated 5.20.2024 in the amount of \$19,291.00 for Gales Ferry School & Photovoltaic Project

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Finance Director Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

(type text here)



Invoice # 245956	Page 1 of 1	35
Account Number	Date	
IMPECOM-02	5/20/2024	
BALANCE DUE ON		
6/20/2024		
AMOUNT PAID	Amount Due	
	\$19,291.00	

Phone:

copy

The Imperial Company, Restoration Contractors

Visit our payment portal at:

261 Main Street
Cromwell, CT 06416

<https://worldinsurance.appliedpay.com/>

Bond - Contract	PolicyNumber: 6602184	Effective: 5/20/2024 to 5/20/2025
-----------------	-----------------------	-----------------------------------

Item #	Trans Eff Date	Due Date	Trans	Description	Amount
4642964	5/20/2024	6/20/2024	NEWB	Gales Ferry School & Photovoltaic Project	\$19,291.00
Total Invoice Balance:					\$19,291.00

Make Checks Payable To:

World Insurance Associates LLC
LB#1807
PO Box 95000
Philadelphia, PA 19195-0001

Wire Payments:

Bank Name: TD Bank, NA
Account Name: World Insurance Associates LLC
Bank Address: 2 Wall Street, New York, NY 10005
ABA (Wires): 031101266
Account No.: 4375185042

Electronic Payments:

For ACH or Credit Card payment, please visit the following link:
<https://worldinsurance.appliedpay.com/>

Important: Please include invoice number with all forms of payment.



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0579

Agenda Date: 7/1/2024

Agenda #: 6.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Discussion and possible action on rotted edge support at Juliet Long School

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0577

Agenda Date: 7/1/2024

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

JWL HVAC Project 2024

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0534

Agenda Date: 7/1/2024

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Summer Projects 2024

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0496

Agenda Date: 7/1/2024

Agenda #: 1.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Old Republic Builder's Risk Quote and increased Insurance Premium for School Roof/Solar projects

Background:

The Town's insurance carrier - CIRMA (Connecticut Interlock Risk Management Agency) requires a builder's risk policy(\$5,000) and additional premium (estimate \$32,000) to insure the buildings (Juliet Long School, Gales Ferry School, BOE Central Offices) during the duration of the roof/solar project renovation.

Department Comment/Recommendation:

(type text here)



10375 Richmond Ave. Suite 500
Houston, TX 77042
Phone: 888-728-7235

Lindsay Struski
Connecticut Interlocal Risk Mgmt Agcy aka CIRMA
545 Long Wharf Dr. 9th Floor
New Haven, CT 06511

Jun 04, 2024

Re: CIRMA Town of Ledyard, Ref# 12532237-C
Proposed Effective 6/18/2024 to 9/15/2024

Dear Lindsay:

We are pleased to confirm the attached quotation for **Property-Builders Risk** being offered with **Old Republic Union Insurance Company**. This carrier is **Non-Admitted** in the state of **CT**. Please note that this quotation is based on the coverage, terms and conditions as stated in the attached quotation, which may be different from those requested in your original submission. As you are the representative of the Insured, it is incumbent upon you to review the terms of this quotation carefully with your Insured, and reconcile any differences from the terms requested in the original submission. CRC Insurance Services, Inc. disclaims any responsibility for your failure to reconcile with the Insured any differences between the terms quoted as per the attached and those terms originally requested. The attached quotation may not be bound without a fully executed CRC brokerage agreement.

NOTE: The Insurance Carrier indicated in this quotation reserves the right, at its sole discretion, to amend or withdraw this quotation if it becomes aware of any new, corrected or updated information that is believed to be a material change and consequently would change the original underwriting decision.

Should coverage be elected as quoted per the attached, Premium and Commission are as follows:

Premium: \$5,000.00
Grand Total: \$5,000.00

<u>Option to Elect Terrorism Coverage</u> TRIPRA Premium: APPLIES \$100.00 Additional Taxes: Total Including TRIA(if elected) \$5,100.00

Commission: 10%

MEP: %

Broker Fees & Policy Fees are Fully Earned at Binding

NOTE: If insured is located outside your resident state, you must hold appropriate non-resident license prior to binding.

If Non Admitted the following applies:

Connecticut Tax Filings are the responsibility of: () Your Agency (X) CRC

NOTICE: "THIS IS A SURPLUS LINES POLICY AND IS NOT PROTECTED BY THE CONNECTICUT INSURANCE GUARANTY ASSOCIATION OR SUBJECT TO REVIEW BY THE CONNECTICUT INSURANCE DEPARTMENT. IT IS IMPORTANT THAT YOU READ AND UNDERSTAND THIS POLICY." (CGS §38a-745).

Upon requesting quotes and/or placement for the coverage listed herein, the producing retail broker hereby confirms that he/she has performed any and all diligent searches, as may be required by statute, for coverage through licensed carriers or other means of placement, and as necessary maintain proof of declination. Where allowed by governing statutes, "diligent effort" may not require an actual physical search and declination on each risk, but may be based on the retail producing broker's own experience, opinion and overall knowledge of acceptability in the admitted marketplace.

CRC is compensated in a variety of ways, including commissions and fees paid by insurance companies and fees paid by clients. Some insurance companies pay brokers supplemental commissions (sometimes referred to as "contingent commissions" or "incentive commissions"), which is compensation that is based on a broker's performance with that carrier. These supplemental commissions

may be based on volume, profitability, retention, growth or other measures. Even if a contingent commission agreement exists with a carrier, we recognize that our responsibility is to promote the best interests of the policyholder in the selection of an insurance company. For more information on CRC's compensation, please contact your CRC broker.

Financing Insurance Premiums

Premium financing budgets insurance payments and improves liquidity for other business objectives: working capital, business growth, building expansion.

If your clients choose to pay their insurance in monthly installments, it's fast and easy with AFCO Premium Finance. AFCO provides premium financing solutions for large, mid-size and small corporate accounts;

Find out how premium financing works and how it can expand your relationship with your clients by e-mailing AFCODirect@afco.com; or call toll-free 877-317-6437.

Sincerely,

Lance Ester
(713) 300-4433
lester@crcgroup.com
12532237



SERVICING COMPANY NAME AND ADDRESS

Old Republic Inland Marine

FROM - POLICY PERIOD - TO

06/18/2024 - 09/15/2024

INSURED NAME AND ADDRESS

Town of Ledyard
4 Blonders Blvd
Ledyard, CT 06339

COVERAGE WOULD BE PROVIDED BY

Old Republic Union Insurance Company

Old Republic Inland Marine, Inc. (ORIM) is pleased to provide the following proposal which remains valid for 30 days from the date it is issued unless withdrawn by ORIM before then. This proposal is not an insurance policy or insurance coverage binder. No coverage is provided until confirmed in writing by ORIM. Coverage is determined by and is subject to the terms and conditions of the issued insurance policy. This proposal is based on the information provided to ORIM and is subject to the subjectivities noted below, if any.

Please check the offered terms and conditions carefully as they may differ substantially from what was requested on the application or otherwise.

Thank you for the opportunity to offer our proposal on this account. Please let me know if you have any questions.

PROPOSAL

MASTER BUILDERS RISK PROJECT CERTIFICATE - PIM 49 48

Master Policy Number: IM 000511

Insured Project

1	School Roof Projects	Project Name
2	Replace roofs on three locations: <ul style="list-style-type: none"> • BOE Central Office; project cost = \$463,200 • Gales Ferry School; project cost = \$2,396,450 • Juliet Long School; project cost \$3,020,186 	Description of the Insured Project
3	4 Blonders Blvd Ledyard, CT 06339	Project Location / Construction Site
4	\$5,879,836	Estimated Total Project Value

Limits of Liability

1 Maximum Policy Limit of Liability

a The maximum liability of the **Company** for all coverage provided under this **Policy** shall not exceed

\$5,879,836

 Per Occurrence.

b The **Company's** liability is also further limited by the limits, sub-limits and other terms and conditions of this **Policy**.

2 Coverage Limits of Liability

a	\$5,879,836	Physical Damage	Per Occurrence
b	Not Covered	Delay in Completion and Continuing Expenses	Per Occurrence and in the Term Aggregate

The amount of insurance provided by this **Policy** shall not be reduced by loss payment or settlement except for limits or sub-limits where an **Annual Aggregate** or **Term Aggregate** applies.

3 Combined Sub-limits of Liability

The following sub-limits apply on a combined basis for both Physical Damage and Delay in Completion and **Continuing Expenses**. These sub-limits are a part of and not in addition to the Maximum **Policy** Limit of Liability.

a	\$5,879,836	Earth Movement	Per Occurrence and in the Annual Aggregate
b	\$5,879,836	Flood	Per Occurrence and in the Annual Aggregate
c	\$5,879,836	Named Storm	Per Occurrence

If loss or damage is caused by or results from storm surge, the most the **Company** will be liable for is the lesser of the **Named Storm** or **Flood** sub-limits. Further, the maximum liability of the **Company** for all loss or damage caused by or resulting from a **Named Storm**, including storm surge, is the **Named Storm** sub-limit. The **Flood** sub-limit does not stack onto or increase the **Named Storm** sub-limit.

PROPOSAL

4 Physical Damage Coverage Extensions

The following sub-limits apply to the Physical Damage Coverage Limit of Liability. These Coverage Extensions apply per **Occurrence**, and in the **Annual Aggregate** if so noted, and are a part of and not in addition to the Physical Damage Coverage of Liability.

a	\$250,000	Building Law, Ordinance or Code
b	\$250,000	Construction Documents
c	\$25,000	Cost to Present Loss (Annual Aggregate)
d	\$500,000	Debris Removal
e	\$100,000	Expediting Expenses & Contractors Extra Expenses
f	\$100,000	Firefighting Response Expenses
g	\$5,879,836	Functional System Testing
h	\$50,000	Fungus, Mold and Mildew (Annual Aggregate)
i	\$500,000	Insured Property in Due Course of Transit
j	\$500,000	Offsite Storage Locations
k	\$50,000	Pollution Mitigation Expenses (Annual Aggregate)
l	\$50,000	Pre-loss Protection of Property
m	\$100,000	Temporary Jobsite Structures
n	\$50,000	Trees, Plants and Landscaping
o	\$5,879,836	Water Damage
p	Not Covered	Wind

5 Delay in Completion and **Continuing Expenses** Sub-limits

The sub-limits below (a and b) apply per **Occurrence** and are a part of and not in addition to the Delay in Completion and **Continuing Expenses** Coverage Limit of Liability.

a

Not Covered

 Delay in Completion

The sub-limits below apply per **Occurrence** and are a part of and not in addition to the Delay in Completion sub-limit.

i	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td>Not Covered</td></tr></table>	Not Covered	Loss of Gross Income
Not Covered			
ii	<table border="1" style="display: inline-table; vertical-align: middle;"><tr><td>Not Covered</td></tr></table>	Not Covered	Loss of Rental Income
Not Covered			

b

Not Covered

Continuing Expenses

The sub-limits below apply per **Occurrence** and are a part of and not in addition to the **Continuing Expenses** sub-limit.

PROPOSAL

i	Not Covered	Additional Construction Financing Interest and Loan Fees
ii	Not Covered	Architects and Engineers Fees
iii	Not Covered	Bond Expenses
iv	Not Covered	Closing Expenses
v	Not Covered	Consultant Fees
vi	Not Covered	Debt Service Payments
vii	Not Covered	General Overhead
viii	Not Covered	Insurance Premiums
ix	Not Covered	LEEDS Certification
x	Not Covered	Legal, Accounting and Professional Fees
xi	Not Covered	Marketing and Advertising Expenses
xii	Not Covered	Permit Fees
xiii	Not Covered	Real Estate and Property Taxes
xiv	Not Covered	Real Estate Commissions
xv	Not Covered	Site Security
xvi	Not Covered	Testing and Inspections

Deductibles

The Insured's retained liability for each separately adjusted loss shall be the amount stated below per **Occurrence**.

1 Physical Damage

a	\$10,000	All Other Perils
b	\$100,000	Earth Movement
c	\$100,000	Flood
d	Same as AOP	Named Storm
e	\$50,000	Water Damage
f	Not Covered	Wind

If more than one Physical Damage deductible applies to a loss, then the deductible used will be the largest applicable deductible.

The applicable deductible for storm surge will be the larger of the **Named Storm** or **Flood** deductibles. However, if there are higher applicable deductibles than either the **Named Storm** or **Flood** deductibles, then only the highest applicable deductible shall apply.

PROPOSAL

2 Delay in Completion and Continuing Expenses

a Scheduled Date of Completion and Period of Indemnity

i	08/24/2024	Scheduled Date of Completion
ii	Not Applicable	Period of Indemnity for Delay in Completion
iii	Not Applicable	Period of Indemnity for Continuing Expenses

b Deductibles for Delay in Completion and Continuing Expenses

i	Not Applicable	Delay in Completion
ii	Not Applicable	Continuing Expenses
iii	Not Applicable	Earth Movement
iv	Not Applicable	Flood
v	Not Applicable	Named Storm
vi	Not Applicable	Water Damage
vii	Not Applicable	Wind

The deductible for Delay in Completion and Continuing Expenses applies separately and is in addition to the applicable Physical Damage deductible.

If more than one Delay in Completion and Continuing Expenses deductible applies to a loss, then the deductible used will be the largest applicable deductible.

PROPOSAL

ADDITIONAL COVERAGE ENDORSEMENTS - To be added to the policy at issuance.

Damage To Existing Property - Limited
(PIM 49 18)

Sublimit: \$250,000

PROPOSAL

COMPANY'S PARTICIPATION

100%	Is the Company's Percentage of Participation part of 100% of the Limits and Sub-limits of liability provided by this Policy
\$5,879,836	Is the maximum for any one loss or Occurrence and including the same proportion of associated expenses

BUILDERS RISK RATES AND PREMIUMS

	PREMIUM
Physical Damage Term Rate (per \$100)	\$0.09
Physical Damage Term Premium	\$5,000
Delay in Completion Term Rate (per \$100)	
Delay in Completion Term Premium	
Continuing Expenses Term Rate (per \$100)	
Continuing Expenses Term Premium	
Total Premium	\$5,000
Company's Premium	\$5,000
Terrorism Premium	\$100
Fire Following Terrorism Premium (Also applies when Terrorism is declined)	\$0
State Surcharges and Fees	\$0.00
Risk Engineering or Loss Control Fees	\$0
Final Amount Due to the Company	\$5,100.00
The Company's Minimum Premium	\$1,272

The Physical Damage premium is a deposit based on the estimated **Total Project Value** and the initial Physical Damage Term Rate. At the expiration of the **Policy**, the Insured will provide the **Company** with the final **Total Project Value** which will be used to determine the final Physical Damage premium. The resulting additional or return premium shall then be paid by the First Name Insured or the **Company** to the other party as required, subject to the **Company's** minimum premium above.

PROPOSAL SUBJECTIVITIES - This proposal cannot be bound until all subjectivities listed below have been met.

NOTES

PROPOSAL

FORMS & ENDORSEMENT SCHEDULE

Forms and Endorsements applying to this Coverage Part and made a part of this policy at this time of issue:

COMMON POLICY FORMS AND ENDORSEMENTS

Form Number	Edition Date	Form Title
IL 09 85	12/01/2020	Disclosure Pursuant To Terrorism Risk Insurance Act - IL 09 85
IL 09 86	01/01/2015	Exclusion of Certified Acts of Terrorism Involving Nuclear, Biological, Chemical or Radiological Terrorism - IL 09 86
IL P 001	01/01/2004	U.S. Treasury Department's Office of Foreign Assets Control ("OFAC") Advisory Notice to Policyholders - IL P 001
ORIM C 01	01/01/2022	How To Report a Claim - ORIM C 01
ORIM SLF 01	02/01/2022	Union - Surplus Lines Confirmation Letter - ORIM SLF 01
ORU SL 00 83	04/01/2021	Connecticut Surplus Lines Notice - ORU SL 00 83
ORU SL 01 31	04/01/2021	Service of Suit Endorsement - ORU SL 01 31
PIL PH 08	01/01/2015	Policyholder Disclosure Notice of Terrorism Insurance Coverage - PIL PH 08

INLAND MARINE FORMS AND ENDORSEMENTS

Form Number	Edition Date	Form Title
PIM 49 18	09/01/2021	Damage to Existing Property (Limited) - PIM 49 18
PIM 49 48	10/01/2021	Master Builders Risk Project Certificate Endorsement - PIM 49 48

POLICYHOLDER DISCLOSURE NOTICE OF TERRORISM INSURANCE COVERAGE

You are hereby notified that under the Terrorism Risk Insurance Act as amended, you have a right to purchase insurance coverage for losses resulting from acts of terrorism, as defined in Section 102(1) of the Act: The term "act of terrorism" means any act that is certified by the Secretary of the Treasury – in consultation with the Secretary of Homeland Security, and the Attorney General of the United States – to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

YOU SHOULD KNOW THAT WHERE COVERAGE IS PROVIDED BY THIS POLICY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM, SUCH LOSSES MAY BE PARTIALLY REIMBURSED BY THE UNITED STATES GOVERNMENT UNDER A FORMULA ESTABLISHED BY FEDERAL LAW. HOWEVER, YOUR POLICY MAY CONTAIN OTHER EXCLUSIONS WHICH MIGHT AFFECT YOUR COVERAGE, SUCH AS AN EXCLUSION FOR NUCLEAR EVENTS. UNDER THE FORMULA, THE UNITED STATES GOVERNMENT GENERALLY REIMBURSES 85 % through 2015; 84 % beginning on January 1, 2016; 83 % beginning on January 1, 2017; 82 % beginning on January 1, 2018; 81 % beginning on January 1, 2019 and 80 % beginning on January 1, 2020 OF COVERED TERRORISM LOSSES EXCEEDING THE STATUTORILY ESTABLISHED DEDUCTIBLE PAID BY THE INSURANCE COMPANY PROVIDING THE COVERAGE. THE PREMIUM CHARGED FOR THIS COVERAGE IS PROVIDED BELOW AND DOES NOT INCLUDE ANY CHARGES FOR THE PORTION OF LOSS THAT MAY BE COVERED BY THE FEDERAL GOVERNMENT UNDER THE ACT.

YOU SHOULD ALSO KNOW THAT THE TERRORISM RISK INSURANCE ACT, AS AMENDED, CONTAINS A \$100 BILLION CAP THAT LIMITS U.S. GOVERNMENT REIMBURSEMENT AS WELL AS INSURERS' LIABILITY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM WHEN THE AMOUNT OF SUCH LOSSES IN ANY ONE CALENDAR YEAR EXCEEDS \$100 BILLION. IF THE AGGREGATE INSURED LOSSES FOR ALL INSURERS EXCEED \$100 BILLION, YOUR COVERAGE MAY BE REDUCED.

Acceptance or Rejection of Terrorism Insurance Coverage

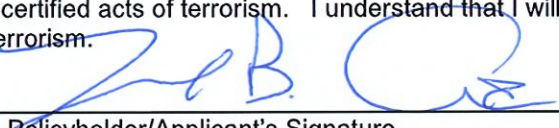
FAILURE TO RETURN THIS SIGNED FORM, PRIOR TO POLICY INCEPTION, INDICATING AN ELECTION TO PURCHASE TERRORISM COVERAGE, AS DEFINED BY THE ACT, WILL BE DEEMED YOUR REJECTION OF TERRORISM COVERAGE. HOWEVER, PAYMENT OF THE TERRORISM PREMIUM PRIOR TO POLICY INCEPTION WILL BE DEEMED AN ACCEPTANCE OF THIS OFFER OF TERRORISM COVERAGE.

Please indicate your selection by an :

- I hereby elect to purchase terrorism coverage for a prospective premium of \$100.00 _____.
- I hereby decline to purchase terrorism coverage for certified acts of terrorism. I understand that I will have no coverage for losses resulting from certified acts of terrorism.

Town of Ledyard

Name of Insured



Policyholder/Applicant's Signature

Name of Insurer

Fred B. Allyn III, Mayor

Print Name

To Be Assigned At Issuance

06/02/2024

Date

Policy Number

05/24/2024

Effective Date

Effective Date

Kristen Chapman

From: Kristin Shetty <KShetty@CCM-CT.ORG>
Sent: Tuesday, June 11, 2024 12:35 PM
To: Kristen Chapman
Cc: Daniel Provenzano; Fred Allyn, III; Matthew Bonin; Wayne Donaldson
Subject: RE: Ledyard BOE Roof Projects - Old Republic Quote

Thank you Kristen,

Can you check off one of the Terrorism boxes on the signature page please so they know if you want to elect or decline the coverage.

Thanks,

We will invoice you for the Builders Risk policy as well as another invoice will go out when we endorse the LAP to provide existing structure coverage outside the blanket.

Thanks,



Connecticut Interlocal Risk Management Agency

Kristin Shetty | Senior Underwriter | CIRMA Underwriting

545 Long Wharf Drive, 8th Floor | New Haven, CT 06511

W: 203.946.3704 | C: 203.499.8323 | kshetty@ccm-ct.org | CIRMA.org

MyCIRMAcare.org for injured employees. *A better way to workers' comp.*



From: Kristen Chapman <mayoral.asst@ledyardct.org>
Sent: Tuesday, June 11, 2024 11:24 AM
To: Kristin Shetty <KShetty@CCM-CT.ORG>
Cc: Daniel Provenzano <DProvenzano@CCM-CT.ORG>; Fred Allyn, III <mayor@ledyardct.org>; Matthew Bonin <finance.director@ledyardct.org>; Wayne Donaldson <wdonaldson@ledyard.net>
Subject: RE: Ledyard BOE Roof Projects - Old Republic Quote

Kristin,

Attached, please find the Old Republic Builder's Risk Quote with signature. Will you be forwarding a separate invoice for this charge as well as the additional premium for the roof projects?

Kind Regards,

Kristen

From: Kristin Shetty <KShetty@CCM-CT.ORG>
Sent: Wednesday, June 5, 2024 5:11 PM
To: Kristen Chapman <mayoral.asst@ledyardct.org>
Cc: Daniel Provenzano <DProvenzano@CCM-CT.ORG>
Subject: RE: Ledyard BOE Roof Projects - Old Republic Quote

Hi Kristen,

Attached is the updated Builders Risk quote with corrected dates. Please let me know if you would like to bind.

Thank you,



Connecticut Interlocal Risk Management Agency

Kristin Shetty | Senior Underwriter | CIRMA Underwriting

545 Long Wharf Drive, 8th Floor | New Haven, CT 06511

W: 203.946.3704 | C: 203.499.8323 | kshetty@ccm-ct.org | CIRMA.org

MyCIRMAcare.org for injured employees. *A better way to workers' comp.*



From: Kristen Chapman <mayoral.asst@ledyardct.org>
Sent: Tuesday, June 4, 2024 1:12 PM
To: Kristin Shetty <KShetty@CCM-CT.ORG>
Subject: RE: Ledyard BOE Roof Projects - Old Republic Quote

Thank you Kristin. I will be on the look out for the updated quote.

Kristen

From: Kristin Shetty <KShetty@CCM-CT.ORG>
Sent: Tuesday, June 4, 2024 11:56 AM
To: Kristen Chapman <mayoral.asst@ledyardct.org>
Cc: Fred Allyn, III <mayor@ledyardct.org>; Matthew Bonin <finance.director@ledyardct.org>
Subject: RE: Ledyard BOE Roof Projects - Old Republic Quote

Hi Kristen,

Just want to let you know I've followed up on the status of the updated quote. Should be getting it this week. I also want to let you know that our Equipment Breakdown carrier has accepted the higher generating power at Gales Ferry and will not charge any additional premium for this. We will need to be notified if you up the capacity at any of the locations in the future though.

Thank you,



Connecticut Interlocal Risk Management Agency

Kristin Shetty | Senior Underwriter | CIRMA Underwriting

545 Long Wharf Drive, 8th Floor | New Haven, CT 06511

W: 203.946.3704 | C: 203.499.8323 | kshetty@ccm-ct.org | CIRMA.org

MyCIRMAcare.org for injured employees. *A better way to workers' comp.*



From: Kristen Chapman <mayoral.asst@ledyardct.org>

Sent: Thursday, May 30, 2024 9:36 AM

To: Kristin Shetty <KShetty@CCM-CT.ORG>

Cc: Fred Allyn, III <mayor@ledyardct.org>; Matthew Bonin <finance.director@ledyardct.org>

Subject: FW: Ledyard BOE Roof Projects - Old Republic Quote

CAUTION: This email is from an external source. Please DO NOT click links or open attachments in this email without positive sender verification. Never enter Username, Password or any other sensitive information into a linked page from any email.

Kristin,

Please see below for start date and end dates for the projects. Can you please update the Builder's Risk policy with these dates for signature.

Start Date for All projects: June 18th

Estimated Complete Dates:

Gales Ferry: September 15th

Juliet Long: August 30th

BOE Building: August 30th

As we are trying to move this along quickly for the June 18th start date, please advise if Mayor Allyn can sign the contracts before the Builder's Risk policy is executed. The contractors cannot order product until the contracts are executed.

Thank you for all of your assistance with these projects,
Kristen

From: Kristin Shetty <KShetty@CCM-CT.ORG>

Sent: Thursday, May 2, 2024 2:15 PM

To: Kristen Chapman <mayoral.asst@ledyardct.org>

Cc: Daniel Provenzano <DProvenzano@CCM-CT.ORG>
Subject: RE: Ledyard BOE Roof Projects - Old Republic Quote

Hi Kristen,

The additional premium to stay on the existing buildings will be around \$32,000. We'll likely increase your property deductible at these locations during construction to \$50,000 (\$150,000 for water damage other than flood). A reminder CIRMA is only willing to stay on the existing buildings for an additional premium as long as you purchase a builders risk policy and we obtain signed final construction contracts showing any waiver of subrogation language is in your favor. I've included the builders risk quote here again.

I am still waiting to hear back from our reinsurers about the generating capacity referral. There's a potential an extra charge may come from our equipment breakdown reinsurance due to the generating capacity of the solar panels at Gales Ferry. Unfortunately I don't have any indication of what that could be yet.

Thanks,



Connecticut Interlocal Risk Management Agency

Kristin Shetty | Senior Underwriter | CIRMA Underwriting

545 Long Wharf Drive, 8th Floor | New Haven, CT 06511

W: 203.946.3704 | C: 203.499.8323 | kshetty@ccm-ct.org | CIRMA.org

MyCIRMAcare.org for injured employees. *A better way to workers' comp.*



From: Kristen Chapman <mayoral.asst@ledyardct.org>
Sent: Wednesday, May 1, 2024 2:00 PM
To: Kristin Shetty <KShetty@CCM-CT.ORG>
Cc: Daniel Provenzano <DProvenzano@CCM-CT.ORG>
Subject: RE: Ledyard BOE Roof Projects - Old Republic Quote

CAUTION: This email is from an external source. Please DO NOT click links or open attachments in this email without positive sender verification. Never enter Username, Password or any other sensitive information into a linked page from any email.

Good afternoon Kristin,

The school project bids are due at the end of this week. Do you have any updates at this time on the increase in deductible to remove the buildings out of blanket coverage. The Public Municipal Building Committee meets on Monday, May 6th and I was hoping to give them the quote for this coverage.

Kind Regards,
Kristen

From: Kristin Shetty <KShetty@CCM-CT.ORG>
Sent: Tuesday, April 9, 2024 2:08 PM
To: Kristen Chapman <mayoral.asst@ledyardct.org>
Cc: Daniel Provenzano <DProvenzano@CCM-CT.ORG>
Subject: Ledyard BOE Roof Projects - Old Republic Quote

Hi Kristen,

We have received a Builders Risk quote from Old Republic for all three school projects. Please see attached. It is a minimum earned premium of \$5,000 for a 3 month term (it's the same premium for 2 months or 3 months so we thought it was best to go 3 months). This quote only includes \$250,000 of coverage for existing property. CIRMA is willing to stay on the existing buildings for an additional premium as long as you purchase a builders risk policy and we obtain signed final construction contracts showing any waiver of subrogation language is in your favor. In doing this we would pull the buildings out of the blanket coverage, increase the deductible and also exclude any torching work.

I'm working to see what additional premium we would charge would be so more to come there.

In the meantime have you chosen a contractor and finalized those contracts for me to review?

Could you also tell me what the kilowattage and generating capacity for the solar panels will be?

Let me know if you have any questions.



Connecticut Interlocal Risk Management Agency

Kristin Shetty | Senior Underwriter | CIRMA Underwriting

545 Long Wharf Drive, 8th Floor | New Haven, CT 06511

W: 203.946.3704 | C: 203.499.8323 | kshetty@ccm-ct.org | CIRMA.org

MyCIRMAcare.org for injured employees. *A better way to workers' comp.*





POLICY NUMBER: IM 0000982

SERVICING COMPANY NAME AND ADDRESS

Old Republic Inland Marine

FROM - POLICY PERIOD - TO

06/18/2024 - 09/15/2024

INSURED NAME AND ADDRESS

CIRMA - Town of Ledyard & Ledyard Board of Education
545 Long Wharf Drive
New Haven, CT 06511

COVERAGE WOULD BE PROVIDED BY

Old Republic Union Insurance Company

Old Republic Inland Marine, Inc. (ORIM) is pleased to provide the insurance as stated in this binder. This binder which remains valid for 30 days from the date it is issued. The policy will be issued and delivered in due course. This binder is based on the information provided to ORIM and is subject to the subjectivities noted below, if any.

Please check the offered terms and conditions carefully as they may differ substantially from what was requested on the application or otherwise.

Best regards,

BINDER

MASTER BUILDERS RISK PROJECT CERTIFICATE - PIM 49 48

Master Policy Number: IM 0000511

Insured Project

1	School Roof Projects	Project Name
2	Replace roofs on three locations: <ul style="list-style-type: none"> • BOE Central Office; project cost = \$463,200 • Gales Ferry School; project cost = \$2,396,450 • Juliet Long School; project cost \$3,020,186 	Description of the Insured Project
3	1858 RT 12 Gales Ferry, CT 06335	Project Location / Construction Site
4	\$5,879,836	Estimated Total Project Value

Limits of Liability

1 Maximum **Policy** Limit of Liability

a The maximum liability of the **Company** for all coverage provided under this **Policy** shall not exceed

\$5,879,836

 Per **Occurrence**.

b The **Company's** liability is also further limited by the limits, sub-limits and other terms and conditions of this **Policy**.

2 Coverage Limits of Liability

a	\$5,879,836	Physical Damage	Per Occurrence
b	Not Covered	Delay in Completion and Continuing Expenses	Per Occurrence and in the Term Aggregate

The amount of insurance provided by this **Policy** shall not be reduced by loss payment or settlement except for limits or sub-limits where an **Annual Aggregate** or **Term Aggregate** applies.

3 Combined Sub-limits of Liability

The following sub-limits apply on a combined basis for both Physical Damage and Delay in Completion and **Continuing Expenses**. These sub-limits are a part of and not in addition to the Maximum **Policy** Limit of Liability.

a	\$5,879,836	Earth Movement	Per Occurrence and in the Annual Aggregate
b	\$5,879,836	Flood	Per Occurrence and in the Annual Aggregate
c	\$5,879,836	Named Storm	Per Occurrence

If loss or damage is caused by or results from storm surge, the most the **Company** will be liable for is the lesser of the **Named Storm** or **Flood** sub-limits. Further, the maximum liability of the **Company** for all loss or damage caused by or resulting from a **Named Storm**, including storm surge, is the **Named Storm** sub-limit. The **Flood** sub-limit does not stack onto or increase the **Named Storm** sub-limit.

BINDER

4 Physical Damage Coverage Extensions

The following sub-limits apply to the Physical Damage Coverage Limit of Liability. These Coverage Extensions apply per **Occurrence**, and in the **Annual Aggregate** if so noted, and are a part of and not in addition to the Physical Damage Coverage of Liability.

a	\$250,000	Building Law, Ordinance or Code
b	\$250,000	Construction Documents
c	\$25,000	Cost to Present Loss (Annual Aggregate)
d	\$500,000	Debris Removal
e	\$100,000	Expediting Expenses & Contractors Extra Expenses
f	\$100,000	Firefighting Response Expenses
g	\$5,879,836	Functional System Testing
h	\$49,999	Fungus, Mold and Mildew (Annual Aggregate)
i	\$500,000	Insured Property in Due Course of Transit
j	\$500,000	Offsite Storage Locations
k	\$50,000	Pollution Mitigation Expenses (Annual Aggregate)
l	\$50,000	Pre-loss Protection of Property
m	\$100,000	Temporary Jobsite Structures
n	\$50,000	Trees, Plants and Landscaping
o	\$5,879,836	Water Damage
p	Not Covered	Wind

5 Delay in Completion and **Continuing Expenses** Sub-limits

The sub-limits below (a and b) apply per **Occurrence** and are a part of and not in addition to the Delay in Completion and **Continuing Expenses** Coverage Limit of Liability.

a	Not Covered	Delay in Completion
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The sub-limits below apply per **Occurrence** and are a part of and not in addition to the Delay in Completion sub-limit.

i	Not Covered	Loss of Gross Income
ii	Not Covered	Loss of Rental Income

b	Not Covered	Continuing Expenses
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The sub-limits below apply per **Occurrence** and are a part of and not in addition to the **Continuing Expenses** sub-limit.

BINDER

i	Not Covered	Additional Construction Financing Interest and Loan Fees
ii	Not Covered	Architects and Engineers Fees
iii	Not Covered	Bond Expenses
iv	Not Covered	Closing Expenses
v	Not Covered	Consultant Fees
vi	Not Covered	Debt Service Payments
vii	Not Covered	General Overhead
viii	Not Covered	Insurance Premiums
ix	Not Covered	LEEDS Certification
x	Not Covered	Legal, Accounting and Professional Fees
xi	Not Covered	Marketing and Advertising Expenses
xii	Not Covered	Permit Fees
xiii	Not Covered	Real Estate and Property Taxes
xiv	Not Covered	Real Estate Commissions
xv	Not Covered	Site Security
xvi	Not Covered	Testing and Inspections

Deductibles

The Insured's retained liability for each separately adjusted loss shall be the amount stated below per **Occurrence**.

1 Physical Damage

a	\$10,000	All Other Perils
b	\$100,000	Earth Movement
c	\$100,000	Flood
d	Same as AOP	Named Storm
e	\$50,000	Water Damage
f	Not Covered	Wind

If more than one Physical Damage deductible applies to a loss, then the deductible used will be the largest applicable deductible.

The applicable deductible for storm surge will be the larger of the **Named Storm** or **Flood** deductibles. However, if there are higher applicable deductibles than either the **Named Storm** or **Flood** deductibles, then only the highest applicable deductible shall apply.

BINDER

2 Delay in Completion and **Continuing Expenses**

a **Scheduled Date of Completion** and Period of Indemnity

i	09/15/2024	Scheduled Date of Completion
ii	Not Applicable	Period of Indemnity for Delay in Completion
iii	Not Applicable	Period of Indemnity for Continuing Expenses

b Deductibles for Delay in Completion and **Continuing Expenses**

i	Not Applicable	Delay in Completion
ii	Not Applicable	Continuing Expenses
iii	Not Applicable	Earth Movement
iv	Not Applicable	Flood
v	Not Applicable	Named Storm
vi	Not Applicable	Water Damage
vii	Not Applicable	Wind

The deductible for Delay in Completion and **Continuing Expenses** applies separately and is in addition to the applicable Physical Damage deductible.

If more than one Delay in Completion and **Continuing Expenses** deductible applies to a loss, then the deductible used will be the largest applicable deductible.

BINDER

ADDITIONAL COVERAGE ENDORSEMENTS - To be added to the policy at issuance.

Damage To Existing Property - Limited
(PIM 49 18)

Sublimit: \$250,000

BINDER

COMPANY'S PARTICIPATION

- 100% Is the **Company's** Percentage of Participation part of 100% of the Limits and Sub-limits of liability provided by this **Policy**
- \$5,879,836 Is the maximum for any one loss or **Occurrence** and including the same proportion of associated expenses

BUILDERS RISK RATES AND PREMIUMS

	PREMIUM
Physical Damage Term Rate (per \$100)	\$0.09
Physical Damage Term Premium	\$5,000
Delay in Completion Term Rate (per \$100)	
Delay in Completion Term Premium	
Continuing Expenses Term Rate (per \$100)	
Continuing Expenses Term Premium	
Total Premium	\$5,000
Company's Premium	\$5,000
Terrorism Premium	\$0
Fire Following Terrorism Premium (Also applies when Terrorism is declined)	\$0
State Surcharges and Fees	\$0.00
Risk Engineering or Loss Control Fees	\$0
Final Amount Due to the Company	\$5,000.00
The Company's Minimum Premium	\$1,250

The Physical Damage premium is a deposit based on the estimated **Total Project Value** and the initial Physical Damage Term Rate. At the expiration of the **Policy**, the Insured will provide the **Company** with the final **Total Project Value** which will be used to determine the final Physical Damage premium. The resulting additional or return premium shall then be paid by the First Name Insured or the **Company** to the other party as required, subject to the **Company's** minimum premium above.

BINDER SUBJECTIVITIES - All subjectivities are due within 30 days.

NOTES

BINDER

FORMS & ENDORSEMENT SCHEDULE

Forms and Endorsements applying to this Coverage Part and made a part of this policy at this time of issue:

COMMON POLICY FORMS AND ENDORSEMENTS

Form Number	Edition Date	Form Title
IL 09 53	01/01/2015	Exclusion of Certified Acts of Terrorism - IL 09 53
IL P 001	01/01/2004	U.S. Treasury Department's Office of Foreign Assets Control ("OFAC") Advisory Notice to Policyholders - IL P 001
J-05	11/01/2021	Commercial Policy Jacket - J-05
ORIM C 01	01/01/2022	How To Report a Claim - ORIM C 01
ORU SIG	12/01/2017	Signature Page - ORU SIG
ORU SL 00 83	04/01/2021	Connecticut Surplus Lines Notice - ORU SL 00 83
ORU SL 01 31	04/01/2021	Service of Suit Endorsement - ORU SL 01 31
PIM CD 01	09/01/2021	Common Policy Declarations - PIM CD 01

INLAND MARINE FORMS AND ENDORSEMENTS

Form Number	Edition Date	Form Title
PIM 49 18	09/01/2021	Damage to Existing Property (Limited) - PIM 49 18
PIM 49 48	10/01/2021	Master Builders Risk Project Certificate Endorsement - PIM 49 48



545 Long Wharf Drive
 8th Floor
 New Haven, CT
 06511-5950
 (203) 946-3700

Invoice # 33263	Page 1 of 1
Account Number	Date
LEDYAND-01	6/28/2024
BALANCE DUE ON	Amount Due
7/27/2024	\$5,000.00

For questions contact Daniel Provenzano
 your representative: dprovenzano@ccm-ct.org

Town of Ledyard
 Attn: Finance
 741 Colonel Ledyard Highway
 Ledyard, CT 06339-1511

Builders' Risk	Policy #: IM000098202	Effective: 6/18/2024 to 9/15/2024
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Item #	Trans Eff Date	Due Date	Trans	Description	Amount
61422	6/18/2024	7/27/2024	RENB	Renewal of NBR Effective 6/18/2024	\$5,000.00
Total Invoice Balance:					\$5,000.00

Please remit ACH / Wire payments to:

Bank Name Bank of America, N.A.
 Account No. 385015948995
 Routing No. ACH / EFT 011900571
 Routing No. DOM. WIRES 026009593

Please email remittance details to: cirmafinance@ccm-ct.org

Please include the following number sequence in the addenda when paying electronically: 6142233263 0000500000

Please detach and return if paying by check

Item / Invoice No.	Member No.	Invoice Date	Amount
61422 33263	LEDYAND-01	6/27/2024	\$5,000.00

Please remit check payments to:

CIRMA PO Box 419116 Boston, MA 02241-9116

61422332630000500000



545 Long Wharf Drive
 8th Floor
 New Haven, CT
 06511-5950
 (203) 946-3700

Invoice # 33010	Page 1 of 1
Account Number	Date
LEDYAND-01	6/26/2024
BALANCE DUE ON	Amount Due
8/15/2024	\$31,749.00

For questions contact Daniel Provenzano
 your representative: dprovenzano@ccm-ct.org

Town of Ledyard and Ledyard Board of Education
 Attn: Finance
 741 Col. Ledyard Hwy
 Ledyard, CT 06339-1511

Liability-Automobile-Property Policy #: LAP 2023013540 08 Effective: 7/1/2023 to 7/1/2024

Item #	Trans Eff Date	Due Date	Trans	Description	Amount
61169	2/14/2024	8/15/2024	ENDT	Builders Risk effective 6/18/2024	\$31,749.00

Total Invoice Balance: \$31,749.00

Please remit ACH / Wire payments to:

Bank Name Bank of America, N.A.
 Account No. 385015948995
 Routing No. ACH / EFT 011900571
 Routing No. DOM. WIRES 026009593

Please email remittance details to: cirmafinance@ccm-ct.org

Please include the following number sequence in the addenda when paying electronically: 6116933010 0003174900

Please detach and return if paying by check

Item / Invoice No.	Member No.	Invoice Date	Amount
61169 33010	LEDYAND-01	6/26/2024	\$31,749.00

Please remit check payments to:

CIRMA
 PO Box 419116
 Boston, MA 02241-9116

61169330100003174900



TOWN OF LEDYARD

741 Colonel Ledyard
Highway
Ledyard, CT 06339-1511

File #: 24-0528

Agenda Date: 7/1/2024

Agenda #: 2.

AGENDA REQUEST
GENERAL DISCUSSION ITEM

Subject:

Discussion of the Town Council's possible action to amend Ordinance #100-015 Establishing a Permanent Municipal Building Committee

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

AN ORDINANCE ESTABLISHING
A PERMANENT MUNICIPAL BUILDING COMMITTEE
FOR THE TOWN OF LEDYARD

Be it ordained by the Town Council of the Town of Ledyard

Section 1. Authority

Pursuant to Chapter IV, Section 7 of the Town Charter, a Permanent Municipal Building Committee is hereby established.

Section 2. Purpose

The Permanent Municipal Building Committee shall have continued responsibility for the execution of ~~major~~ *select* construction and maintenance projects for the Town of Ledyard *as assigned by the Town Council*. The Permanent Municipal Building Committee will oversee and supervise the design, construction, renovation, demolition and removal of Town and Board of Education buildings *that fall within the cost estimated threshold*, as well as any significant installation, renovation or upgrade of service equipment and major systems as provided herein.

The Permanent Municipal Building Committee may have responsibility for the execution of buildings or infrastructure projects associated with the provisions of water and sewer, if deemed appropriate by the Town Council.

For projects whose total project cost is estimated to exceed \$500,000, an Owner's Representative and/or Consulting Engineer shall be hired through a quality-based selection process to assist the Permanent Municipal Building Committee with management and oversight of such project(s). The Owner's Representative or Consulting Engineer shall not have authority to make decisions, approvals, or otherwise act on behalf of the Permanent Building Committee unless specifically designated to do so by contract. The Owner's Representative or Consulting Engineer shall be required to have the requisite experience, knowledge, qualifications, personnel and capacity necessary to manage such a project.

The selection of an Owner's Representative or Consulting Engineer shall be publicly advertised through a Request for Proposal to solicit proposals from interested parties. The Request for Proposal shall provide a clear scope of services that specifies the roles and responsibilities of the Owner's Representative or Consulting Engineer. Where possible, it shall clearly specify the level of oversight during construction so that proposals from multiple firms can be clearly leveled during the evaluation process.

The selection of the Owner's Representative or Consulting Engineer shall be awarded to the firm that provides the best value to the Town of Ledyard. The best value is defined as the firm providing the highest quality, expertise, and knowledge for the proposed project. This shall also include the quality of referrals from a minimum of three references provided by the proposers. It shall also consider the fee for the work; however, the fee shall not be the sole basis for award.

When a project involved the purchase of replacement equipment costing more than \$500,000, a waiver to bypass the solicitation of bids for the engagement of an Owner's Representative or Consulting Engineer may be approved by the Town Council; and shall be requested by the Permanent Municipal Building Committee prior to purchase and installation of the equipment.

The Permanent Municipal Building Committee shall comply with provisions provided in Ordinance 200-001 (rev.1) (An Ordinance for Purchasing) with regard to the competitive bid process; and shall interview a minimum of two firms prior to selection. Should only one firm be determined qualified to perform such work, the Permanent Municipal Building Committee may request a waiver for such a requirement should the firm's proposal be reasonable for the proposed scope of work.

The Permanent Municipal Building Committee shall make a written recommendation to the Town Council for the award of such services. The recommendation shall include a summary of proposers, a weighed ranking sheet for the selection, and reasons why the Permanent Municipal Building Committee is recommending such a firm. The final decision of award will lie with the Town Council. The Town Council possesses the authority to award to a different firm if it deems that such a firm is in the best interest of the Town of Ledyard.

Where external funding sources are used to fund the project, such requirements of the funding authority shall apply to the selection process as well. Where conflicts occur between this ordinance and the funding authority's requirements, the most stringent requirement(s) shall be applicable as determined by Mayor or their designee.

The Requests for Proposals for Owner's Representatives or Consulting Engineers is subject to review by the Town Director of Finance. The Director of Finance is responsible for ensuring that all required local and state purchasing requirements are met and that all insurance requirements are included in the Request for Proposal.

From time to time, the Permanent Municipal Building Committee may be asked to undertake certain studies or projects by the Town Council. In case of multiple projects, the Town Council may form a separate building committee for a particular project.

Section 3. Membership

The Permanent Municipal Building Committee shall consist of the following members appointed by the Town Council:

Regular Members: Five (5). These members, to the extent possible, shall include those with experience in finance, engineering, architecture, project management, or the building trades. They shall be appointed *by the Town Council* for a term of three (3) years.

Temporary Members: For each municipal project, up to two (2) temporary members who are a member or representative of the Proposing Body shall be appointed by the Town Council.

For Board of Education projects, at least one *of their two* temporary members shall be a Board of Education member. *Board of Education Temporary Members shall be appointed by the Town Council.*

Temporary members shall have the right to vote on the activities of the Permanent Municipal Building Committee only with respect to the particular project for which such members were appointed.

Ex-Officio Members: The Town Finance Director, *Public Works Director*, Board of Education Business Manager and/or his designee, *Board of Education Director of Facilities and Grounds*, Town Engineering Technician, Town Planner and the Permanent Municipal Building Committee's Town Council Liaison shall be non-voting ex-officio members. ~~The Board of Education member and the Board of Education Business Manager may be excused from participating in non-Board of Education related matters.~~

Quorum: A quorum shall consist of a majority of *Regular* voting members.

Section 4. Terms of appointment

Regular members shall be appointed by the Town Council for a term of three (3) years. Members shall commence to serve their terms immediately upon appointment and shall serve until their successor has qualified or they have been reappointed or removed by the Town Council.

Any vacancy in the Permanent Municipal Building Committee other than by expiration of term shall be filled for the unexpired portion of the term by the Town Council. The Town Council may remove members for cause and fill the vacancy per Chapter IV, Section 6 of the Town Charter.

Cause for removal shall include, but is not limited to, unexcused absence from three (3) consecutive regular meetings and any intervening duly called special meeting.

Any member of the Permanent Municipal Building Committee who is absent from three (3) consecutive regular meetings and any intervening duly called special meetings shall be considered to have resigned from the Permanent Municipal Building Committee. The vacancy shall be filled as herein before provided. Additionally, the Permanent Municipal Building Committee may vote to waive the requirements of this section in each case where illness or other extenuating circumstances make it impossible for a member to meet the attendance requirements of this action.

It shall be the responsibility of the Chairman of the Permanent Municipal Building Committee to notify the Town Council when a member has not properly performed his duties.

Annually, the regular members of the Permanent Municipal Building Committee shall elect a Chairman, Vice Chairman and Secretary. Any vacancy in any such office shall be filled by the Permanent Municipal Building Committee from its regular membership.

Section 5. Powers and Duties

The Permanent Municipal Building Committee is authorized to develop design plans and drawings for municipal building projects directed by the Town Council, primarily in accordance with the Town's Capital Improvements Projects List.

The Permanent Municipal Building Committee is authorized to recommend to the Mayor to retain the services of architects and/or engineers for the purpose of planning, designing, building and administrating major capital projects. The process shall utilize a quality-based selection similar to that outlined in Section 2 for the Owner's Representative or Consulting Engineer. Such selection shall be based on experience, knowledge, capacity and expertise as well as the fee for performing such work.

When an Owner's Representative is required for the project, the Permanent Building Committee shall provide a recommendation for the hiring of an Owner's Representative prior to selecting the architect and/or engineer so that the Owner's Representative may assist with the development of the Request for Proposal, the selection process, project control budgets, project schedules, contracts and other material necessary to properly solicit comprehensive proposals by interested firms. ~~The Permanent Municipal Building Committee is authorized to interview architects and/or engineers for the purpose of planning, designing, building and completing municipal building projects, and based on said interviews and cost estimates, to hire suitable candidates.~~

The Permanent Municipal Building Committee is authorized to develop schedules and ~~budgets cost estimates~~ for municipal building projects. *However, when an Owner's Representative is required, the Owner's Representative shall be responsible for drafting such schedules and budgets; and shall be approved by the Permanent Municipal Building Committee . The Owner's Representative shall also be responsible for developing a project cash flow projection for review by the Town Director of Finance, as approved by the Permanent Municipal Building Committee.*

The Permanent Municipal Building Committee is authorized to recommend to the Mayor the execution of municipal building project contracts as may be approved by the Town Council.

The Permanent Municipal Building Committee shall have authority over all change order requests. The Permanent Municipal Building Committee shall also coordinate all applications for grants and other financial assistance documents *except for school construction grants through the Department of Education. Such grant applications are the responsibility of the Superintendent of Schools and the Board of Education.* The Permanent Municipal Building Committee shall submit change orders and grants/financial assistance documentation to the appropriate authority in a timely manner and with timely notification to the Town Council. The Town Council is the authority to modify or change the scope of the project.

The Permanent Municipal Building Committee shall at least quarterly report its activity to the Town Council and to the Proposing Body, if applicable; and shall submit a final report upon completion of each project. The Permanent Municipal Building Committee is also authorized to conduct periodic reviews and audits of the physical condition of all municipal and school buildings and grounds, including service equipment and major systems and make recommendations to the Town Council for inclusion into the Town's Capital Improvements Projects List and should work with the Mayor's Office and the appropriate boards and commissions and agencies.

It is understood that the agencies assigned responsibility for specific buildings, grounds, capital, and facilities shall assess, prioritize, seek funding and actively support administration of projects assigned to the Permanent Municipal Building Committee.

The Permanent Municipal Building Committee shall, with assistance from the Proposing Body ensure that projects are completed, including the close-out of required reports, in a timely manner.

Section 6. Spending Funds

The Permanent Municipal Building Committee may expend such funds as the Town Council, or if required the Town Meeting, may appropriate to carry out its duties as described herein. There shall be no intermingling of funding between projects.

Section 7. Definitions:

For the purpose of this Ordinance, the following definitions shall apply:

- 1) "Major maintenance" shall include capital building/improvement projects and projects that are capital in nature; that is, having a useful life of five or more years.

"Major maintenance" shall not include routine maintenance and upkeep of a building or other structures, or its service equipment, which is performed on a regular basis.
- 2) "Service equipment and major systems" shall include boilers, elevators, generators, HVAC systems, septic systems, fire alarms, electrical service including wiring and fixtures, major plumbing service, building skin (roofs, gutters, masonry, windows, exterior paint, floor covering, etc.) It shall not include information system technology (computers and computer systems).
- 3). "Proposing Body" means the Town of Ledyard appointed or elected board or commission sponsoring or requesting a construction or major maintenance project or for a project initiated by the Permanent Building Committee itself, the board or commission whose facility would be the recipient thereof.

Section 7. Severability

If any provision of this Ordinance shall be held invalid by a court having competent jurisdiction, such invalidity shall not affect any of the other provisions of this Ordinance that can be given effect without the invalid provision and for this purpose the provisions of the Ordinance are hereby declared severable.

Section 8. Effective Date

In accordance with the Town Charter this ordinance shall become effective on the twenty-first (21st) day after such publication following its final passage.

Amended, Adopted and Renumbered by the Ledyard Town Council on: _____

S. Naomi Rodriguez, Chairman

Approved/Disapproved on: _____

Fred B. Allyn, III, Mayor

Published on:

Effective Date:

Patricia A. Riley, Town Clerk

Revisions: Ordinance #119 *“An Ordinance Establishing a Permanent Municipal Building Committee for the Town of Ledyard”* Adopted March 26, 2008; Ordinance #138 *“An Ordinance Amending an Ordinance Establishing a Permanent Municipal Building Committee for the Town of Ledyard: Adopted June 24, 2015; Effective: July 31, 2015; **Ordinance renumbered from Ordinance #138 to Ordinance #100-015 as part of the Town Council’s 2017-2019 Ordinance Update Initiative; September 25, 2019 .***

History:
The Twenty-fourth Town Council (2017- 2019) Ordinance Update Initiative: Renumbered Ordinance #138 to Ordinance #100-015.

2015: Removed the project threshold of \$25,000 requiring all capital building/improvement projects and projects that are capital in nature; that is, having a useful life of five or more years be assigned to the Permanent Municipal Building Committee.

2019: Title – Removed “Ordinance Amending” – Per Town Attorney not required. Section 4 added language regarding members attendance relative to resignation/replacement. Removed Section 9 *“Cancellation”* - Per Town Attorney the *“Cancellation Section”* was not needed. The *“Revisions”* and *“History”* paragraph indicates that the previous ordinance has been updated and replaced. Added new Section 9 *“Effective Date”* to be consistent with Town Ordinance format

2024:
Section 2 *“Purpose”* Paragraph 1 replaced the word ~~major~~ with *“select” and*
Added Paragraphs 2 – 6.

*Section 3: “Membership” Added: **Public Works Director, Board of Education Director of Facilities and Grounds.** Also, the following language was added for clarification: **“Board of Education Temporary Members shall be appointed by the Town Council”.***

Section 5 “Powers and Duties”:

Paragraph 2- The following language was replaced: ~~The Permanent Municipal Building Committee is authorized to interview architects and/or engineers for the purpose of planning, designing, building and completing municipal building projects, and based on said interviews and cost estimates, to hire suitable candidates.~~ “When an Owner’s Representative is required for the project, the Permanent Building Committees shall provide a recommendation for the hiring of an Owner’s Representative prior to selecting the architect and/or engineer so that the Owner’s Representative may assist with the development of the Request for Proposal, the selection process, project control budgets, project schedules, contracts and other material necessary to properly solicit comprehensive proposals by interested firms”.

Paragraph 3: Replaced: ~~cost estimates~~ with “budgets” Also added: *“However, when an Owner’s Representative is required, the Owner’s Representative shall be responsible for drafting such schedules and budgets. The Owner’s Representative shall also be responsible for developing a project cash flow projection for review by the Town Director of Finance*

NEW Paragraph 4

Paragraph 5 Added the following language: except for school construction grants through the Department of Education. Such grant applications are the responsibility of the Superintendent of Schools and the Board of Education.