Wayne Donalson
Director of Facilities
Ledyard Public Schools
4 Blonders Boulevard
Ledyard Ct 06339

RE: Gales Ferry Roof Replacement Project   December 18, 2024

Dear Committee Members:

As recently discussed with W. Donaldson over the past 4 weeks, we believe that Silver Petrucelli and Associates (SPA) is entitled to additional compensation for the Construction Administration (CA) efforts on the Gales Ferry Roof Replacement Project. As you are all aware, the Roofing Contractor, The Imperial Company, Inc., is substantially behind schedule due to no fault of the owner or the Architect. Per our original agreement submitted on July 24, 2023, SPA stipulated that our CA fee of $6,300 allowed for 6 (once per week) CA visits followed up with a field report. On the date that I reached out to W. Donaldson, we had already provided 12 visits & field reports. We try our best not to extend these CA services, and if the project was completed in 12 weeks versus the assumed 6, we would likely not have asked for additional compensation. Unfortunately, we have now made 15 visits and there are many weeks left until the contractor is complete. Therefore, we are asking the committee to consider/approve our request for additional compensation past the 12 visits stipulated above. These additional services and tasks include:

1. Attend weekly site visits
2. Provide field inspection reports of these site visits
3. Assist the contractor with clarifications in the field
4. Review/approve future Contractor payment requisitions

For the services listed above, we request a fixed fee of Eight Hundred Dollars ($850) per visit be approved. Our fees include the additional mileage expense in making the trips to the school.

As always, please give me a call to review and discuss at 203-230-9007 x 207. Thank you for your time and consideration. If this is acceptable, we will prepare a G802 Amendment to our Professional Services Agreement for your review and execution.

Sincerely,

Dean A. Petrucelli
President
Silver Petrucelli & Associates