

Chairman Joseph Gush

TOWN OF LEDYARD CONNECTICUT

741 Colonel Ledyard Highway Ledyard, Connecticut 06339

Permanent Municipal Building Committee

~ AGENDA ~

Regular Meeting

Monday, October 6, 2025

5:30 PM

Town Hall Annex - Hybrid Format

REMOTE MEETING INFORMATION

Join Zoom Meeting

https://us06web.zoom.us/j/87479984008?pwd=TMXjVLsHfsHt5AL4BKmeuox5ATzbA0.1

Meeting ID: 874 7998 4008 Passcode: 011861

One tap mobile +13092053325,,87479984008#,,,,*011861# US

- I. CALL TO ORDER
- II. ROLL CALL
- III. RESIDENTS & PROPERTY OWNERS COMMENTS
- IV. APPROVAL OF MINUTES
 - 1. MOTION to approve the PMBC Special Meeting/Executive Session Meeting Minutes of September 8, 2025 and the PMBC Regular Meeting Minutes of September 8, 2025.

Attachments: PMBC Regular Meeting Minutes 9.8.2025

PMBC Special Meeting Executive Session Meeting Minutes 9.8.2025

2. MOTION to approve the PMBC Special Meeting Minutes of September 15, 2025.

Attachments: PMBC Special Meeting Mintues 9.15.2025

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

1. Update/Discussion on Roof Projects & Budget Documents

Attachments: Ledyard Roof Project Budget 2025.05.28

2. MOTION to approve Silver Petrucelli & Associates Inv# 25-1933 dated 5.1.2025 in the amount of \$149.40 for Project 22.331 Ledyard BOE-Roof.

Attachments: Silver, Petrucel 22331 Ledyard - BOE Roo 25-1933 05-01-2025

3. MOTION to approve Silver Petrucelli & Associates Inv# 25-1937 dated 5.5.2025 in the amount of \$3,400.00 for Project 22.331 Ledyard - Gales Ferry Roof & PV.

Attachments: Silver, Petrucel_22331_Ledyard - Gales F_25-1937_05-05-2025

4. Motion to approve Silver Petrucelli & Associates Inv# 25-2520 dated 9.1.2025 in the amount of \$850.00 for Project 22.331 Ledyard - Gales Ferry Roof and PV.

Attachments: Silver Petrucel 22331 Ledyard - Gales F 25-2520 09-01-2025

5. MOTION to approve Prime Consulting Inc Inv #23269 dated 8.14.2025 in the amount of \$4,865.00 for Snowguard Inspection.

Attachments: 23269 Ledyard Aug Snow Guards

VI. JULIET LONG HVAC PROJECT UPDATES

- 1. JWL HVAC Project 2024 Updates
- 2. JWL HVAC Owner's Project Management Report Colliers
- **3.** MOTION to approve AIA Document G701-2017 Change Order Number 002 dated 9.30.2025 in the amount of \$27,932.93 for 2023-121A Juliet W. Long School HVAC Project.

<u>Attachments:</u> AIA Document G701_2017 JWL Change Order 002 9.30.2025 Colliers Invoice Summary Form Change Orders 10.6.2025

4. MOTION to approve AIA Document G701-2017 Change Order Number 003 dated 9.30.2025 in the amount of \$778.97 for Juliet W. Long School - HVAC Project.

Attachments: AIA Document G701_2017 JWL Change Order 003 9.30.2025
Colliers Invoice Summary Form Change Orders 10.6.2025

5. MOTION to approve Colliers Project Leaders Inv# 0001099202 dated 9.30.2025 in the amount of \$4,028.40 for OMP-Juliet Long HVAC Installation.

Attachments: Ledyard CT 24012605G - 0001099202

6. MOTION to approve Friar Architecture Inc. Inv# 2023-121A-11 dated 9.30.2025 in the amount of \$24,540.00 for Project 2023-121A Ledyard - Juliet Long HVAC.

Attachments: Friar Architecture Inc. Inv #2023-121A-11 9.30.2025
Colliers Invoice Summary Form 10.6.2025

7. MOTION to approve Materials Testing, Inc. Inv# 26566 dated 8.31.3035 in the amount of \$1,324.50 for Structural Steel Inspection JWL HVAC Project.

<u>Attachments:</u> Materials Testing Inc. Inv# 26566 8.31.2025

<u>Colliers Invoice Summary Form 10.6.2025</u>

8. MOTION to approve The Nutmeg Companies, Inc. Application for Payment dated 9.30.2025 in the amount of \$294,025.00 for Juliet W. Long School-HVAC Project.

Attachments: Nutmeg Companies Payment App3_2503 JWL 9.26.2025
Colliers Invoice Summary Form 10.6.2025

9. MOTION to approve L&W Supply Corporation Inv# 148506-001 dated 8.25.2025 in the

amount of \$12,886.16 for JWL HVAC Project.

Attachments: L&W Supply Inv 148506-001 9.30.2025

10. MOTION to approve AUDET Construction & Sons Invoice dated 8.20.2025 in the amount of \$4,950.00 for JWL HVAC Project.

Attachments: Audet Construction 8.20.2025

11. Approval of RFP for Commissioning Agent services.

Attachments: JWL Commissioning Agent RFP 10-1-2025 Revisions

VII. OLD BUSINESS

1. Any Old Business proper to come before the Committee

VIII. NEW BUSINESS

1. Any New Business proper to come before the Committee

IX. ADJOURNMENT

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



741 Colonel Ledyard Highway Ledyard, CT 06339-1511

File #: 25-2625 **Agenda Date:** 10/6/2025 **Agenda #:** 1.

MINUTES

Minutes:

MOTION to approve the PMBC Special Meeting/Executive Session Meeting Minutes of September 8, 2025 and the PMBC Regular Meeting Minutes of September 8, 2025.



741 Colonel Ledyard Highway Ledyard, Connecticut 06339

Permanent Municipal Building Committee

Meeting Minutes - Draft Minutes

Joseph Gush

Regular Meeting

Monday, September 8, 2025

5:30 PM

Town Hall Annex - Hybrid Format

WORKING DRAFT

REMOTE MEETING INFORMATION

Join Zoom Meeting

https://us06web.zoom.us/launch/edl?muid=c8d78459-cdcd-4855-86f1-9366fcc92009

Meeting ID: 845 4506 8864 Passcode: 047672

One tap mobile +13092053325,,84545068864#,,,,*047672# US

I. CALL TO ORDER

Chairman Gush called the 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

Chairperson Joseph Gush

Committee Member George Hosey BOE Representative Jennifer Reguin

Excused BOE Representative Kate DiPalma-Herb

In addition, the following were present:

Mathew Bonin - Finance Director

Kristen Chapman - PMBC Support Staff

Wayne Donaldson - BOE Facilities Director

Scott Mitchell - Friar Architecture

Vincent Salinas - STV

Charles Warrington - Colliers Project Leaders

III. ADDITIONS AND/OR CHANGES TO THE AGENDA

Motion to add the following items to the agenda under section VI. Juliet Long HVAC Project Updates

Motion to approve Friar Architecture inc. Inv #2023-121A-10 dated 8.31.2025 in the amount of

\$10,920.00 for Project 2023-121A Ledyard - Juliet Long HVAC.

Motion to approve Friar Architecture Inc. additional service proposal dated 8.25.2025 in the amount of \$19.500.00 for scope of work value engineering.

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

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey Reguin

EXCUSED 1 DiPalma-Herb

IV. RESIDENTS & PROPERTY OWNERS COMMENTS

None

V. APPROVAL OF MINUTES

1. MOTION to approve the PMBC Regular Meeting Minutes of August 4, 2025.

RESULT: APPROVED AND SO DECLARED

MOVER: Gerald Tyminski SECONDER: Gary Schneider

AYE 5 Schneider Tyminski Gush Hosey Reguin

EXCUSED 1 DiPalma-Herb

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

1. Update/Discussion on Roof Projects & Budget Documents

Mr. Donaldson provided updates on the School Roof Projects:

Central Office Roof

- The Central Office Roof is believed to be complete
- Awaiting final Architect walkthrough and punch list
- Imperial has been on-site tightening the Snow Guards
- Mr. Donaldson suggested authorizing additional funds to re-test the Snow Guards

Gales Ferry School Roof

Architect punch list found numerous issues, including aesthetic issues

- Visible twisting in some of the panels that were redone
- Missing rivets and/or loose rivets that were not secured
- Areas with overlapping top piece that water can get underneath

- Snow Guards not attached properly
- Snow Guards decorative face peeling off
- Other small various items

Mr. Donaldson added that all issues have been documented with pictures by the Architect.

Juliet Long School Roof

- Switch gear for the solar portion has arrived
- Awaiting Eversource to pull the wiring
- Waiting for two circuit breakers to arrive and transfer over to the new service
- Aiming to transfer service over October break

Discussion

Mr. Bonin stated he had some questions about the STV invoices and also grant reimbursement submissions. Mr. Bonin stated the amendments that were approved, the math didn't work and is awaiting additional information on those. Mr. Salinas stated he had found the invoices and has reached out to the invoicing department for clarification on the numbers and will provide that to the Committee. Chairman Gush added that the payment will be held until an updated invoice is received. Mr. Salinas inquired if it was only for Juliet Long. Mr. Bonin stated it was for all three projects. Mr. Salinas will get the information requested and understands payment is on hold at this time.

Mr. Bonin also requested to discuss reimbursement submission for the three roof projects. Mr. Bonin stated as of today only one has been submitted and he is extremely dissatisfied with the timeliness of those submissions. Mr. Bonin added that temporary money had to be borrowed and there was over \$2 million out there that could have been reimbursed. This will cost the town around \$80,000. Mr. Salinas will check with the grants administrator but believes they have been submitted, and he will connect with Mr. Bonin. Mr. Bonin stated he does not have access to that system only the Board of Education does. Mr. Donaldson added his password has expired and has emailed the State to reset the password, when Michelle called regarding Gales Ferry he was under the impression that all three were taken care of. Mr. Bonin stated still they were not submitted in a timely manner as they were not submitted until June. Mr. Salinas will arrange a meeting with Mr. Bonin, Mr. Donaldson and the grants administrator to discuss the process and the current status of submissions.

2. MOTION to approve Shipman & Goodwin LLP Inv # 667681 dated 8.19.2025 in the amount of \$1,534.00 for Professional Services Rendered.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush SECONDER: Gary Schneider

AYE 5 Schneider Tyminski Gush Hosey Reguin

EXCUSED 1 DiPalma-Herb

3. MOTION to amend the amount due from \$1534.00 to \$1062.00 for the MOTION to approve Shipman & Goodwin LLP Inv #665973 dated 7.14.2025 in the amount of \$1,534.00 for Professional Services Rendered approved on August 4, 2025.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush SECONDER: Gary Schneider

AYE 5 Schneider Tyminski Gush Hosey Reguin

EXCUSED 1 DiPalma-Herb

VII. JULIET LONG HVAC PROJECT UPDATES

1. JWL HVAC Project 2024 Updates

Chairman Gush inquired about the commissioning bid. Mr. Donaldson has the document and will review over the next few weeks, there is plenty of time as the commissioning with occur over April Break or possibly next summer.

Mr. Warrington (Owner's Representative) gave an overview of the project progress and financials. The project is in great shape financially with around \$493,000 in contingency. Mr. Warrington anticipates that the project will come in under budget. Mr. Warrington took the Committee through the encumbrances/allowances in the financial report and reviewed the contingency log. Mr. Warrington then provided some photographs of the progress of the project and how the duct work looks in a typical classroom. Mr. Warrington highlighted the smoke proofing between the classrooms and the corridors.

JWL HVAC Project Progress

- Duct work is mostly complete
- Soffits have been hung
- Heat pumps are complete except for ceiling work that Mr. Donaldson's team will complete
- Wiring will continue out of the way
- Aiming to install Condenser in October over school break
- Rooftop Units are expected over winter break

Mr. Donaldson stated he will be coming to the Committee for an add on for this project. Mr. Donaldson explained an issues that is occurring at Gallup Hill School with birds chewing

through the insulation and water coming down and getting into the classrooms. There is a membrane that can cover the duct work and Mr. Donladson is currently obtaining pricing. The Committee inquired why this membrane was not included in the original project scope for the rooftop ductwork. The Architect responded this is a typical insulation and they typically do no experience birds deteriorating and attacking the ductwork, this is a bit unusual.

- 2. JWL HVAC Owner's Project Management Report Colliers
- 3. MOTION to approve Collier Project Leaders Inv #0001078589 dated 7.31.2025 in the amount of \$5,430.00 for Project 24012605G OPM-Juliet Long HVAC Installation.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey Reguin

EXCUSED 1 DiPalma-Herb

4. MOTION to approve Colliers Project Inv #0001088123 dated 8.31.2025 in the amount of \$10,844.90 for Project 24012605G OPM-Juliet Long HVAC Installation.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey Reguin

EXCUSED 1 DiPalma-Herb

5. MOTION to approve Kamco Supply Corp of New England Inv #2507-066308 dated 7.22.2025 in the amount of \$1,298.00 for Order #2507-E64543 JWL-HVAC Project.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey Reguin

EXCUSED 1 DiPalma-Herb

6. MOTION to approve Kamco Supply Corp of New England Inv #2507-072778 dated 7.29.2025 in the amount of \$406.00 for Order #2507-E71735 JWL-HVAC Project.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey Reguin

EXCUSED 1 DiPalma-Herb

7. MOTION to approve Kamco Supply Corp of New England Inv #2508-099062 dated 8.28.2025 in the amount of \$58.00 for Order: 2508-E90923 JWL – HVAC Project.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey Reguin

EXCUSED 1 DiPalma-Herb

8. MOTION to approve The Nutmeg Companies, Inc. Application for Payment dated 8.27.2025 in the amount of \$485,496.55 for Project 2503 Juliet W. Long Elementary School HVAC Replacement.

Discussion

Mr. Schneider inquired if we had seen certified payrolls yet. Mr. Warrington replied that he has not seen any yet and will follow up to get those. Mr. Tyminki inquired if this wa the submission directly to the State. Mr. Warrington sated the State would like quarterly submissions and this payment application will be part of that submission likely in November or December.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey Reguin

EXCUSED 1 DiPalma-Herb

9. Approval of RFP for Commissioning Agent services.

The Committee discussed the RFP for commissioning agent services. This could take place as early as April but it may be best to wait until the project is complete in the summer and do the commissioning in one phase rather than two. Mr. Donaldson will review the RFP and it will be presented to the Committee for review at the next meeting.

RESULT: CONTINUE

10. MOTION to approve Friar Architecture Inc. Inv #2023-121A-10 dated 8.31.2025 in the amount of \$10,920.00 for Project 2023-121A Ledyard Juliet Long HVAC.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush SECONDER: Gerald Tyminski

AYE 5 Schneider Tyminski Gush Hosey Reguin

EXCUSED 1 DiPalma-Herb

11. MOTION to approve Friar Architecture Inc. additional service proposal dated 8.25.2025 in the amount of \$19,500.00 for scope of work value engineering.

Discussion

Mr. Donaldson explained that this is for the modifications to the bid for the scope of work and value engineering for the re-bid on the JWL HVAC Project. Mr. Donaldson confirmed that the Van Zelm invoice in the amount of \$12,000 is included in the \$19,500 Friar Architecture invoice.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush SECONDER: Gerald Tyminski

AYE 5 Tyminski Gush Hosey Reguin Schneider

EXCUSED 1 DiPalma-Herb

VIII. OLD BUSINESS

1. Any Old Business proper to come before the Committee

None

IX. NEW BUSINESS

1. Any New Business proper to come before the Committee

None

X. ADJOURNMENT

Mr. Tyminski moved the meeting be adjourned, seconded Mr. Schneider.

The meeting adjourned at 6:09 p.m. VOTE: 4-0 Approved and so declared

Respectively Submitted,

Chairman Gush

Permanent Municipal Building Committee

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



Joseph Gush

TOWN OF LEDYARD

741 Colonel Ledyard Highway Ledyard, Connecticut 06339

Permanent Municipal Building Committee

Meeting Minutes - Draft Minutes

Special Meeting - Executive Session

Monday, September 8, 2025

5:00 PM

Town Hall Annex

I. CALL TO ORDER

II. ROLL CALL

Present Committee Member Gary Schneider

Committee Member Gerald Tyminski

Chairperson Joseph Gush

Committee Member George Hosey

BOE Representative Kate DiPalma-Herb

Excused BOE Representative Jennifer Reguin

In addition, the following were present:

Mathew Bonin - Finance Director

Kristen Chapman - PMBC Support Staff

Wayne Donaldson - BOE Facilities Director

Vincent Salinas - STV

III. NEW BUSINESS

1. MOTION to enter into executive session to discuss pending litigation concerning School Roof Project Contracts.

Executive Session to include all Committee members present and Finance Director Mathew Bonin, BOE Facilities Director Wayne Donaldson and PMBC Support Staff Kristen Chapman.

Entered into executive session at 5:05 p.m.

Came our of executive session at 6:03 p.m.

RESULT: APPROVED AND SO DECLARED

MOVER: Gerald Tyminski SECONDER: Gary Schneider

AYE 5 Schneider Tyminski Gush Hosey DiPalma-Herb

EXCUSED 1 Reguin

MOTION to recommend Mayor Fred B. Allyn III terminate the Construction Contract dated May 30, 2024 between the Town of Ledyard and the Imperial Restoration Contractor, Inc.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush SECONDER: Gary Schneider

AYE 5 Schneider Tyminski Gush Hosey DiPalma-Herb

EXCUSED 1 Reguin

IV. ADJOURNMENT

Mr. Tyminski moved the meeting be adjourned, seconded by Mr. Schneider

The meeting adjourned at 5:28 p.m. VOTE: 4-0 Approved and so declared

Respectively Submitted,

C1 : C 1

Chairman Gush

Permanent Municipal Building Committee

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



741 Colonel Ledyard Highway Ledyard, CT 06339-1511

File #: 25-2626 **Agenda Date:** 10/6/2025 **Agenda #:** 2.

MINUTES

Minutes:

MOTION to approve the PMBC Special Meeting Minutes of September 15, 2025.



Joseph Gush

TOWN OF LEDYARD

741 Colonel Ledyard Highway Ledyard, Connecticut 06339

Permanent Municipal Building Committee

Meeting Minutes - Draft Minutes

Special Meeting

Monday, September 15, 2025

5:00 PM

Town Hall Annex - Hybrid Format

REMOTE MEETING INFORMATION

Join Zoom Meeting

https://us06web.zoom.us/j/83298183957?pwd=RyOczbghDaVkh5RIvVKWXIDtGmhfqq.1 Meeting ID: 832 9818 3957 Passcode: 739077 +16465588656,,83298183957#,,,,*739077# US

I. CALL TO ORDER

Chairman Gush called the meeting to order at 5:07 p.m. at the Council Chambers, Town Hall Annex Building.

II. ROLL CALL

Present Committee Member Gary Schneider

Chairperson Joseph Gush

Committee Member George Hosey

Excused Committee Member Gerald Tyminski

BOE Representative Jennifer Reguin BOE Representative Kate DiPalma-Herb

In addition, the following were present:

Wayne Donaldson - BOE Facilities Director

Roxanne Maher - Administrative Assistant to the Ledyard Town Council

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

1. MOTION to approve Gold Seal Roofing LLC Application and Certificate for Payment dated 6.30.2025 in the amount of \$41,096.70 for Juliet Long School – Roof Replacement and Photovoltaic Project.

Mr. Hosey inquired if the work had been completed. Mr. Donaldson replied that the work has been completed to satisfaction.

RESULT: APPROVED AND SO DECLARED

MOVER: Joseph Gush SECONDER: George Hosey

AYE 3 Schneider Gush Hosey

EXCUSED 3 Tyminski Reguin DiPalma-Herb

IV. ADJOURNMENT

Mr. Schneider moved the meeting be adjourned, seconded by Mr. Hosey.

The meeting adjourned at 5:10 p.m. VOTE: 3-0 Approved and so declared

Respectively Submitted,

Chairman Gush

Permanent Municipal Building Commitee

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



741 Colonel Ledyard Highway Ledyard, CT 06339-1511

File #: 24-0620 **Agenda Date:** 10/6/2025 **Agenda #:** 1.

AGENDA REQUEST GENERAL DISCUSSION ITEM

Subject:

Update/Discussion on Roof Projects & Budget Documents

Background:

(type text here)

Department Comment/Recommendation:

(type text here)





BUDGET TRACKING REPORT

				BUDGET IF	RACKING	REPORT			
		Ledyard Roof Project	Total Project	Funding	Contracted	Unallocated Funding	Invoiced to Date	Remai to Inv	-
		Date:May 28, 2025	Total Troject	\$6,167,827	\$5,963,135	\$204,692	\$4,421,133	\$1,542	,001
	Individual Projects		Gales Ferry	\$2,684,441	\$2,782,928	(\$98,487)	\$1,897,809	\$885,	120
			Juliet W Long	\$3,020,186	\$2,725,484	\$294,702	\$2,164,093	\$561,	391
			BOE	\$463,200	\$454,723	\$8,477	\$359,231	\$95,4	191
		ITEM DESCRIPTION	Base	Change Orders	Total	Invoiced to Date BOE	Invoiced to Date Gales Ferry	Invoiced to Date Juliet W Long	Remaining to Invoice
		Current Project Total	<u>\$5,571,680</u>	<u>\$391,455</u>	<u>\$5,963,135</u>	<u>\$359,231</u>	<u>\$1,897,809</u>	<u>\$2,164,093</u>	<u>\$1,542,001</u>
SUMMARY		Construction Total	\$5,280,500	\$288,465	\$5,568,965	\$321,780	\$1,761,557	\$2,030,638	\$1,454,989
Į		Professional Fees	\$172,712	\$102,990	\$275,702	\$26,395	\$92,393	\$69,902	\$87,012
120		Various Fees	\$118,468	\$0	\$118,468	\$11,057	\$43,858	\$63,553	\$0
_	H					I	I		
	Coi	nstruction Total	\$5,280,500	\$288,465	\$5,568,965	\$321,780	\$1,761,557	\$2,030,638	\$1,454,989
ပ္ပ		Imperial (Gales Ferry)	\$2,585,500	\$15,471	\$2,600,971		\$1,761,557		\$839,414
Ī		Gold Seal (Juliet Long)	\$2,317,000	\$252,482	\$2,569,482			\$2,030,638	\$538,844
		Imperial (BOE)	\$378,000	\$20,512	\$398,512	\$321,780			\$76,732
	Pro	ofessional Fees	\$172,712	\$102,990	\$275,702	\$26,395	\$92,393	\$69,902	\$87,012
		STV (Gales Ferry)	\$39,482	\$57,117	\$96,599		\$42,708		\$53,891
l		STV (Juliet Long)	\$39,482	\$21,437	\$60,919			\$38,876	\$22,043
뿝		STV (BOE)	\$15,468	\$15,086	\$30,554	\$13,641			\$16,913
		Silver Petrucelli (Gales Ferry)	\$33,000	\$8,500	\$41,500		\$49,685		(\$8,185)
		Silver Petrucelli (Juliet Long)	\$31,530	\$0	\$31,530			\$31,026	\$504
		Silver Petrucelli (BOE)	\$13,750	\$850	\$14,600	\$12,754			\$1,846
	Var	rious Fees	\$118,468	\$0	\$118,468	\$11,057	\$43,858	\$63,553	\$0
		Gales Ferry	\$19,932	\$0	\$19,932	\$0	\$19,932	\$0	\$0
片		Juliet Long	\$33,646	\$0	\$33,646	\$0	\$0	\$33,646	\$0
		BOE	\$5,075	\$0	\$5,075	\$5,075	\$0	\$0	\$0
		Interest Expense	\$3,825	\$0	\$3,825	\$383	\$1,530	\$1,913	\$0
		Borrowing	\$55,990	\$0	\$55,990	\$5,599	\$22,396	\$27,995	\$0



741 Colonel Ledyard Highway Ledyard, CT 06339-1511

File #: 25-2611 **Agenda Date:** 10/6/2025 **Agenda #:** 2.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

MOTION to approve Silver Petrucelli & Associates Inv# 25-1933 dated 5.1.2025 in the amount of \$149.40 for Project 22.331 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 25-1933
Date 05/01/2025

Project 22.331 Ledyard - BOE Roof

Professional services through April 30, 2025.

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	1,640.00	0.00
Construction Administration & Closeout		4,980.00	98.00	4,880.40	4,731.00	149.40
	Total	13,750.00	99.28	13,650.40	13,501.00	149.40

Invoice total

<u>149.40</u>

Invoice Summary							
				Contract	Total	Prior	Current
Description				Amount	Billed	Billed	Billed
Schematic Design	Phase			2,260.00	2,260.00	2,260.00	0.00
Construction Docu	iments			4,870.00	4,870.00	4,870.00	0.00
Bid Phase				1,640.00	1,640.00	1,640.00	0.00
Construction Administration & Closeout			4,980.00	4,880.40	4,731.00	149.40	
			Total	13,750.00	13,650.40	13,501.00	149.40
Aging Summary							
Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
25-280	02/01/2025	498.00				498.00	
25-1665	03/01/2025	249.00			249.00		
25-1882	04/01/2025	249.00		249.00			
25-1933	05/01/2025	149.40	149.40				
	Total	1,145.40	149.40	249.00	249.00	498.00	0.00

Approved by:

Tanya R. Cutolo Project Manager



741 Colonel Ledyard Highway Ledyard, CT 06339-1511

File #: 25-2623 Agenda Date: 10/7/2025 Agenda #: 3.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

MOTION to approve Silver Petrucelli & Associates Inv# 25-1937 dated 5.5.2025 in the amount of \$3,400.00 for Project 22.331 Ledyard - 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)





Town of Ledyard Wayne Donaldson 741 Colonel Ledyard Highway Ledyard, CT 06339 Invoice number 25-1937
Date 05/05/2025

Project 22.331 Ledyard - Gales Ferry Roof and

PV

Professional services through April 30, 2025.

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	2,380.00	0.00
Construction Administration & Closeout		6,300.00	100.00	6,300.00	6,300.00	0.00
Additional CA Services, \$850 per visit		0.00	0.00	17,000.00	13,600.00	3,400.00
Photovoltaic		13,360.00	100.00	13,360.00	13,360.00	0.00
	Total	33,000.00	151.52	50,000.00	46,600.00	3,400.00

Invoice total

3,400.00

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 Docu	iments			6,560.00	6,560.00	6,560.00	0.00
Bid Phase				2,380.00	2,380.00	2,380.00	0.00
Construction Administration & Closeout				6,300.00	6,300.00	6,300.00	0.00
Additional CA Services, \$850 per visit		Services, \$850 per visit		0.00	17,000.00	13,600.00	3,400.00
Photovoltaic				13,360.00	13,360.00	13,360.00	0.00
			Total	33,000.00	50,000.00	46,600.00	3,400.00
Aging Summary							
Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
25-035	01/01/2025	315.00		_			315.00
25-1881	04/01/2025	4,250.00		4,250.00			

3,400.00

3,400.00

4,250.00

Approved by:

25-1937

05/05/2025

Total

3,400.00

7,965.00

Tanya R. Cutolo Project Manager 0.00

315.00

0.00



741 Colonel Ledyard Highway Ledyard, CT 06339-1511

File #: 25-2621 **Agenda Date:** 10/6/2025 **Agenda #:** 4.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

Motion to approve Silver Petrucelli & Associates Inv# 25-2520 dated 9.1.2025 in the amount of \$850.00 for Project 22.331 Ledyard - Gales Ferry Roof and PV.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Finance Director Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

(type text here)



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 25-2520

Date 09/01/2025

Project 22.331 Ledyard - Gales Ferry Roof and

PV

Professional services through August 31, 2025.

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	2,380.00	0.00
Construction Administration & Closeout		6,300.00	100.00	6,300.00	6,300.00	0.00
Additional CA Services, \$850 per visit		0.00	0.00	18,700.00	17,850.00	850.00
Photovoltaic		13,360.00	100.00	13,360.00	13,360.00	0.00
	Total	33,000.00	156.67	51,700.00	50,850.00	850.00

Invoice total

850.00

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	2,380.00	0.00
Construction Administration & Closeout		6,300.00	6,300.00	6,300.00	0.00
Additional CA Services, \$850 per visit		0.00	18,700.00	17,850.00	850.00
Photovoltaic		13,360.00	13,360.00	13,360.00	0.00
	Total	33,000.00	51,700.00	50,850.00	850.00

Aging Summary							
Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
25-035	01/01/2025	315.00					315.00
25-1937	05/05/2025	3,400.00					3,400.00
25-2520	09/01/2025	850.00	850.00				

850.00

4,565.00

0.00

0.00

0.00

3,715.00

Approved by:

Total

Tanya R. Cutolo Project Manager



741 Colonel Ledyard Highway Ledyard, CT 06339-1511

File #: 25-2513 **Agenda Date:** 9/15/2025 **Agenda #:** 5.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

MOTION to approve Prime Consulting Inc Inv #23269 dated 8.14.2025 in the amount of \$4,865.00 for Snowguard Inspection.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Finance Director Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

(type text here)

Prime Consulting Inc

6 Taunton Ave Unit 1042 Norton, MA 02766-7057 USA +14013010677 habshari@pcigp.com

INVOICE

BILL TO Town of Ledyard Snowguard Inspection

 INVOICE
 23269 Ledyard Aug

 DATE
 08/14/2025

 TERMS
 Net 30

 DUE DATE
 09/13/2025

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	Services	Snowguard Field Crew at Gales Ferry Full day - 7/23	1	2,400.00	2,400.00
	Services	Snowguard Field Crew at Gales Ferry Half day - 8/14	1	1,650.00	1,650.00
	Services	Snowguard Field Crew at BOE Half day - 8/14	1	815.00	815.00

BALANCE DUE \$4,865.00



741 Colonel Ledyard Highway Ledyard, CT 06339-1511

File #: 24-0577 Agenda Date: 10/6/2025 Agenda #: 1.

AGENDA REQUEST GENERAL DISCUSSION ITEM

Subject:

JWL HVAC Project 2024 Updates

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



741 Colonel Ledyard Highway Ledyard, CT 06339-1511

File #: 25-2276 **Agenda Date:** 10/6/2025 **Agenda #:** 2.

REPORT

Staff/Committee Report:

JWL HVAC Owner's Project Management Report - Colliers



741 Colonel Ledyard Highway Ledyard, CT 06339-1511

File #: 25-2615 **Agenda Date:** 10/6/2025 **Agenda #:** 3.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

MOTION to approve AIA Document G701-2017 Change Order Number 002 dated 9.30.2025 in the amount of \$27,932.93 for 2023-121A Juliet W. Long School - HVAC Project.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Finance Director Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

(type text here)



Change Order

PROJECT: (Name and address)

2023-121A Juliet W. Long School - HVAC

Project

1854 CT-12

Gales Ferry (Ledyard), CT 06335

OWNER: (Name and address)

Town of Ledyard, CT 741 Colonel Ledyard Highway

Ledyard, CT 06339-1511

CONTRACT INFORMATION:

Contract For: General Construction

Date: 07-23-2025

ARCHITECT: (Name and address)

Friar Architecture Inc.

Farmington, CT 06032

21 Talcott Notch Road

CHANGE ORDER INFORMATION:

Change Order Number: 002

Date: 09-30-2025

CONTRACTOR: (Name and address)

The Nutmeg Companies, Inc.

1 Ohio Avenue

Norwich, CT 06360

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.) Electical Changes per Bulletin #1r1 for splitting panels by north/south wings.

The original Contract Sum was

The net change by previously authorized Change Orders

The Contract Sum prior to this Change Order was

The Contract Sum will be increased by this Change Order in the amount of

The new Contract Sum including this Change Order will be

(200.514.00)27,932.93

The Contract Time will be unchanged by (0) days. The new date of Substantial Completion will be 11-27-2026

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

ARCHITECT (Signature)

BY: Scott Mitchell, AIA

(Printed name, title, and license number if required)

CONTRACTOR (Signature)

BY: Shayne McAvoy, Operations

Manager

(Printed name and title)

OWNER (Signature)

BY: Joe Gush

(Printed name and title)

Date

1

THE NUTMEG COMPANIES, INC.

PROPOSAL/ESTIMATE FOR CONTRACT MODIFICATION

CONTRACT TITLE: Juliet W. Long Elementary School - HVAC Renovations NCI Project No. 2503

PCO #1r2 - Bulletin #1r1 Electrical Changes

DATE: 9/19/2025

DESCRIPTION	OF PROPOSAL	: Electrical	Changes	per Bulletin #1r1
DESCRIPTION	OF PROFUSAL	. Liectificai	Ollunges	por Banoun n

1. Materials		\$150.00	
	0.00%	\$0.00	
2. Odiec Tax on materials		\$730.72	
3. Direct Labor		\$0.00	
4. Misc. / Rental Equipment			
5. Sales Tax on Rental Equipment 6.35% of line 4	6.35%	\$0.00	
6. Equipment Ownership and Operating Expenses			*****
7. SUBTOTAL (add lines 1 - 6)			\$880.72
8. Field Overhead	0.00%		\$0.00
9. SUBTOTAL			\$880.72

Prime Remarks:

ORK	
	\$24,280.08
0.00%	\$0.00
	\$24,280,08
	0.00%

Sub's Remarks:

SUMMARY					
13. Prime Contractor's Work (from line 9)		\$880.72			
		\$0.00			
14. Not used 15. Prime Cont's Extended Costs @		\$0.00			
16. Sub-contractor's Work (from line 12)		\$24,280.08			
17. Prime Overhead and Profit on Sub. 10% of line 16	10.00%	\$2,428.01			
18. Prime's Overhead 10% of line 13	10.00%	\$88.07			
19. Prime's Profit 10% of line 13	10.00%	\$88.07			
20. SUBTOTAL (add lines 13, 16, 17, 18 and 19)			\$27,764.95		
21. Prime Cont.'s Bond Premium	0.605%	\$167.98			
22. TOTAL COST (Add Lines 20 & 21)			\$27,932.93		

Estimated time extension and justification:

Prime Contractor Name:	THE NUTMEG COMPANIES, INC.		
		,	
	Michael Gawendo - PROJECT MANAGER	Date:	9/19/2025

DATE: 9/19/2025

DESCRIPTION OF PROPOSAL: Bulletin #1r1 Electrical modifications

Totals

		Material			Labor			
DESCRIPTION	Unit	UNIT COST	TOTAL COST	UNIT	LABOR	LABOR	Subcontractor	MISC. & RENTA
TY DESCRIPTION		MATERIAL	MATERIAL	HRS.	RATE	DOLLARS		
							\$17,000.00	
Rand LLC - Electrical Work - See attached breakdown	1		-				Ψ17,000.00	
ID I D I Discon Deems 20			+				\$7,280.08	
Kennedy Sheetmetal - Demo/Replace Duct Riser Room 28		-						
& 2 filter grills in the tunnel								
Concrete Curb/Infill	1	LS	\$150.00	8.00	\$82.54	\$660.32		
Coliciete Cultifilm								
			\$150.00			\$660.32	\$24,280.08	8 \$0

50.00 \$600.52 \$24,200.00 \$600.5

Change Order Summary (AIA G702)

	Material	Labor	Total
Credit (Easy Labor)	\$18,102.50	\$21,277.76	\$39,380.26
Add (Medium + Labor Adj.)	\$21,046.70	\$36,185.89	\$57,232.59
Net Change Order (Add – Credit)			\$17,85 2.3 3

\$17,000.00

Change Order Detailed Breakdown (AIA G703 Continuation Sheet)

ADD Breakdown

Item	Description	Qty	Material	Labor	Total
1	3" EMT Conduit	220 ft	\$1,375.00	\$7,114.80	\$8,489.80
2	EMT Fittings & Hangers	Lot	\$600.00	\$0.00	\$600.00
3	36x36x12 J-Box	1 ea	\$310.00	\$122.00	\$432.00
4	300A Eaton Breaker 65kAIC	1 ea	\$2,800.00	\$127.00	\$2,927.00
5	250A Eaton Breaker 65kAIC	1 ea	\$2,500.00	\$127.00	\$2,627.00
6	250 MCM XHHW Copper	360 ft	\$2,858.00	\$7,408.00	\$10,266.00
7	350 MCM XHHW Copper	720 ft	\$6,876.00	\$18,435.00	\$25,311.00
8	#1 Cu Ground	270 ft	\$699.00	\$3,969.00	\$4,668.00
9	400A Panelboard (surface)	2 ea	\$2,850.00	\$431.00	\$3,281.00
10	Core drilling & offsets	Lot	\$404.00	\$294.00	\$698.00
11	Misc. flex, fittings, bends	Lot	\$342.00	\$331.00	\$673.00
1.1	ADD Totals		\$21,046.70	\$36,185.89	\$57,232.59

CREDIT Breakdown

Item	Description	Material	Labor	Total
1	Credit (Easy Labor)	\$18,102.50	\$21,277.76	\$39,380.26

Net Summary

Net Change Order	\$17,852.33
1101 011011-90	

Prepared by Rand LLC | License E1-187989 | All work subject to approval under the Prime Contract



58 Stockhouse Rd Bozrah, CT 06334-1120 (860) 887-9002

PROPOSED CHANGE ORDER

Nutmeg Companies Inc. 1 Ohio Avenue Norwich, CT 06360 9/4/2025 PCO #2 Rev. 1

Attn:

Michael Gawendo

Re:

Juliet W. Long School

Provide Roof Curbs

Michael,

Below please find material and labor pricing to demolition and then fabricate and install new galvanized duct riser which is located in the storage room to allow space for the new electrical work. This work also includes revising the existing duct work below the riser in the crawl space and installing two new $18" \times 18"$ filter grilles on the existing duct in the crawl space.

Materials

Includes Galvazied Steel Duct and Accessories and Filter Grilles (See attached submittal for the basement grilles)

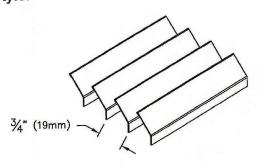
\$862.00

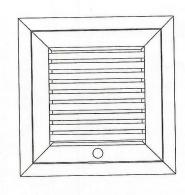
<u>Labor</u> Shop (regular) Field Labor (prevailing) Regular work hours	<u>hrs</u> 8 29	<u>rate</u> \$100 \$140	\$800.00 \$4,060.00
Subtotal Markup 15% Total excluding any applicable sales tax:			\$5,722.00 \$1,558.08 \$7,280.08

Respectfully submitted,

Richard Zack Kennedy Sheet Metal Core Style:

530FF - 3/4" Blade Spacing

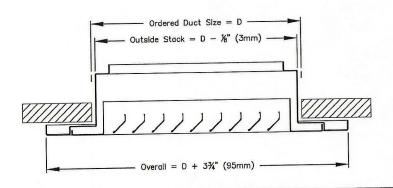


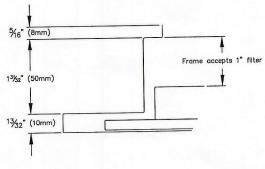


Border:

F - flat frame

for surface mount installation

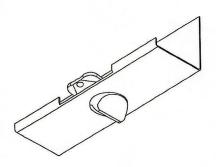




1 - Frame accepts 1" filter

Latch Option:

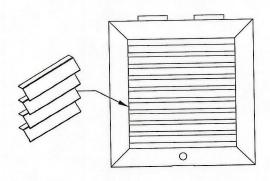
QTR-TURN - plastic 1/4 turn latches



Hinge Orientation:

Filter Height:

HT - Hinges on top (viewed with blades deflected downwards)



PROJECT:

ENGINEER:

DESCRIPTION: Steel Louvered Filter Grille

530FF-1-1/I//18.000/18.000/SM/F//0/0/L/HT/QTR-TURN/1/B12

SUBMITTAL NO: 276797 CUSTOMER:



530FF Steel Louvered Filter Grille

Item Tag: 530FF18X18

Notes:

- Mounting holes drilled by the installer
- Filter media supplied by others
- Maximum recommended filter size: D 1/4" (6mm)
- Minimum recommended filter size: D 5/8" (16mm)
- Latch quantity varies with size
- Factory tolerance: ± 1/32" (1mm)

Blade Orientation:

• L - Blades Parallel to Long Dimension

Standard Construction:

- Steel frame and blades
- Steel locking tabs
- Aluminum hinge
- Steel hardware

Finish:

B12: Standard White



Scan for link to additional product information

PROJECT: ENGINEER:

DESCRIPTION: Steel Louvered Filter Grille

530FF-1-1//I/18.000/18.000/SM/F//0/0/L/HT/QTR-TURN/1/B12

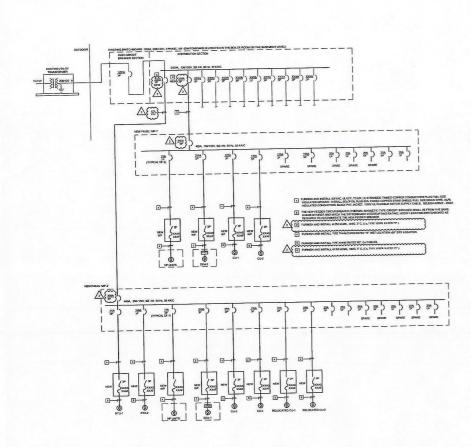
SUBMITTAL NO: 276797 CUSTOMER:

			MOTOR CIRCUIT SCHEDULE										
EQUIPMENT	LOCATION	SUPPLY	WIRE	O.C.P. DEVICE	DISC	DISC	STARTER TYPE	STARTER	HP	VOLT/PH	THE RESERVE OF THE PERSON NAMED IN		
RTU-1	ROOF	MP-2	3#8, 1#8G, 1°C	45	60	45	VFD		26.1 FLA	208 30	NOTES I AND 2		
	ROOF	MP-2	344, 186G, 1 14°C	100	100	100	VFD		53.1 FLA	208 30	NOTES I AND 2		
	ROOF	MP-2	382 184G 1 1/2°C	200	200	125	VFD		93.0 FLA	208 385	NOTES I AND 3		
		WP-1	381, 194G, 2°C	200	200	125	VFD		104,7 FLA	208 30	NOTES I AND 3		
-	ROOF	MP-1	342, 1866, 1 1Q°C	125	100	80	FWE		EFEA	208 30	NOTES1		
-	ROOF	MP-1	384, 1866, 1 18°C		60	60	FWE	-	48FLA	298 30	NOTES1		
	ROOF			100		60	FWE		44 FLA	208 30	NOTE 1		
CU-3	800F	MP-2	384, 196G, 1 1A°C	90	60				252 FLA	208 30	NOTE 1		
CU4	ROOF	MP-2	346, 186G, 1°C	70	63	45	FWE		332 FLX	200 30			

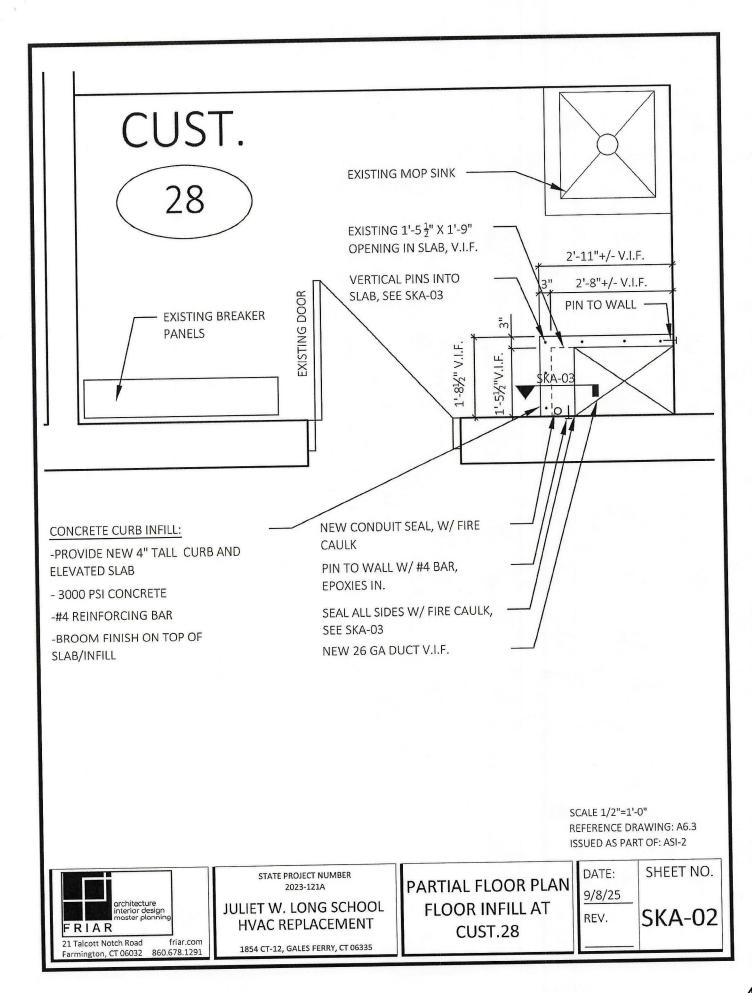
MOTOR CIRCUIT SCHEDULE REFERENCED NOTES:

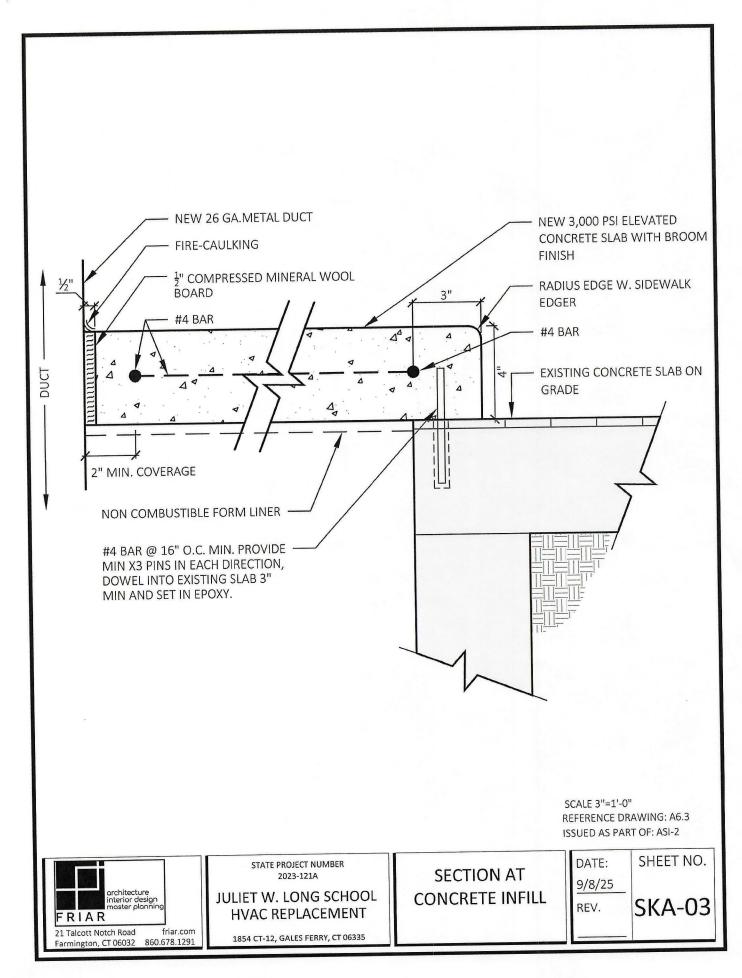
- 1. REFER TO FLOOR PLANS FOR CIRCUIT/SOURCE
- YED FURRISHED BY DIVISION 23 AND INSTALLED BY DR. 28. POWER WIRRING FROM SOURCE TO VED BY DR. 26. POWER WIRRING BETWEEN VED AND MOTORS BY DIV. 26. CONTROL WIRRING BY DIVISION 23.

- LOCAL DISCONNECT SWITCH SIZE INDICATES SWITCH FRAME FOLLOWED BY FUSE SIZE (LE. JOAZDA REPRESENTS JOA FRAME SWITCH WITH 20A FUSES).



ONSULTANTS			
Project NAME.	Juliet W. Long School	1854 Route 12 Gales Ferry, CT 06335	
\$\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\	15-15-10-10-10-10-10-10-10-10-10-10-10-10-10-	REVISIONS 11 STORMS 11 STORMS	, MEV.
DRAWN ELE SCH	ome: CTRIC BEDULI E RISE	AL ES AND OI R DIAGRAI	ν VE-
LINE			





INVOICE SUMMARY FORM



Town of Ledyard

Juliet W. Long HVAC Improvements

Change Order Packet

10/6/25

Description	Number	Date		Amount
CO2 -Split electrical feeds to MP-1 and MP-2 vs running all power through MP-1. Includes filter grills in tunnel as well as new duct riser in room 28 and the concrete curb. CO3 - Firesafing per Fire Marshal Request (based on Time	2	09/30/25	\$	27,932.93
CO3 - Firesafing per Fire Marshal Request (based on Time and Materials)	3	09/30/25	\$	778.97
		Totals	\$	28,711.90
NOTE: Where discrepancies exist between amount shown on cover s govern. Owners Approval		al invoice, the in	voice	
Joe Gush	Chair - PMBC		_	Date
Name	Title			Date
Colliers Approval				

Change Orders



AIA Document G701 - 2017

Change Order

PROJECT: (Name and address)

2023-121A Juliet W. Long School - HVAC

Project

1854 CT-12

Gales Ferry (Ledyard), CT 06335

OWNER: (Name and address) Town of Ledyard, CT

741 Colonel Ledyard Highway Ledyard, CT 06339-1511

CONTRACT INFORMATION:

Contract For: General Construction

Date: 07-23-2025

ARCHITECT: (Name and address)

Friar Architecture Inc. 21 Talcott Notch Road Farmington, CT 06032 CHANGE ORDER INFORMATION:

Change Order Number: 002

Date: 09-30-2025

CONTRACTOR: (Name and address)

The Nutmeg Companies, Inc.

1 Ohio Avenue Norwich, CT 06360

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Electical Changes per Bulletin #1r1 for splitting panels by north/ south wings.

The original Contract Sum was

The net change by previously authorized Change Orders

The Contract Sum prior to this Change Order was

The Contract Sum will be increased by this Change Order in the amount of

The new Contract Sum including this Change Order will be

2,673,520.00 (200.514.00)2,473,006.00 27,932.93

The Contract Time will be unchanged by (0) days. The new date of Substantial Completion will be 11-27-2026

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

ARCHITECT (Signature)

BY: Scott Mitchell, AIA

(Printed name, title, and license number if required)

CONTRACTOR (Signature)

BY: Shayne McAvoy, Operations

Manager

(Printed name and title)

OWNER (Signature)

BY: Joe Gush

(Printed name and title)

Date

PROPOSAL/ESTIMATE FOR CONTRACT MODIFICATION

DATE: 9/19/2025

CONTRACT TITLE: Juliet W. Long Elementary School - HVAC Renovations NCI Project No. 2503

PCO #1r2 - Bulletin #1r1 Electrical Changes

DESCRIPTION OF PROPOSAL: Electrical Changes per Bulletin #1r1

1. Materials		\$150.00	
2. Sales Tax on Materials 0 % of line 1	0.00%	\$0.00	
3. Direct Labor		\$730.72	
4. Misc. / Rental Equipment		\$0.00	
5. Sales Tax on Rental Equipment 6.35% of line 4	6.35%	\$0.00	
6. Equipment Ownership and Operating Expenses	/		
7. SUBTOTAL (add lines 1 - 6)			\$880.72
8. Field Overhead	0.00%		\$0.00
9. SUBTOTAL			\$880.72

Prime Remarks:

SUBCONTRACTOR'S WORK				
10. Subcontractor's work		\$24,280.08		
11.Sub-contactors Bond Premium% of line 10	0.00%	\$0.00		
12.SUBTOTAL		\$24,280.08		

Sub's Remarks:

SUMMARY					
13. Prime Contractor's Work (from line 9)		\$880.72			
14. Not used		\$0.00			
15. Prime Cont's Extended Costs @		\$0.00			
16. Sub-contractor's Work (from line 12)		\$24,280.08			
17. Prime Overhead and Profit on Sub. 10% of line 16	10.00%	\$2,428.01			
18. Prime's Overhead 10% of line 13	10.00%	\$88.07			
19. Prime's Profit 10% of line 13	10.00%	\$88.07			
20. SUBTOTAL (add lines 13, 16, 17, 18 and 19)			\$27,764.95		
21. Prime Cont.'s Bond Premium	0.605%	\$167.98			
22. TOTAL COST (Add Lines 20 & 21)			\$27,932.93		

Estimated time extension and justification:

Prime Contractor Name:	THE NUTMEG COMPANIES, INC.		
		>	
	Michael Gawendo - PROJECT MANAGER	Date	9/19/2025

DATE: 9/19/2025

DESCRIPTION OF PROPOSAL: Bulletin #1r1 Electrical modifications

			Material			Labor			127
QTY	DESCRIPTION	Unit	UNIT COST	TOTAL COST	UNIT	LABOR	LABOR	Subcontractor	MISC. & RENTAL
			MATERIAL	MATERIAL	HRS.	RATE	<u>DOLLARS</u>		
	Rand LLC - Electrical Work - See attached breakdown	1						\$17,000.00	
	Kennedy Sheetmetal - Demo/Replace Duct Riser Room 28							\$7,280.08	
	& 2 filter grills in the tunnel							\$1,200.00	
	Concrete Curb/Infill	1	LS	\$150.00	8.00	\$82.54	\$660.32		
10									
	Totale			0450.00					

Totals \$150.00 \$660.32 \$24,280.08 \$0.00

Change Order Summary (AIA G702)

	Material	Labor	Total
Credit (Easy Labor)	\$18,102.50	\$21,277.76	\$39,380.26
Add (Medium + Labor Adj.)	\$21,046.70	\$36,185.89	\$57,232.59
Net Change Order (Add – Credit)			\$17,852.33

\$17,000.00

Change Order Detailed Breakdown (AIA G703 Continuation Sheet)

ADD Breakdown

Item	Description	Qty	Material	Labor	Total
1	3" EMT Conduit	220 ft	\$1,375.00	\$7,114.80	\$8,489.80
2	EMT Fittings & Hangers	Lot	\$600.00	\$0.00	\$600.00
3	36x36x12 J-Box	1 ea	\$310.00	\$122.00	\$432.00
4	300A Eaton Breaker 65kAIC	1 ea	\$2,800.00	\$127.00	\$2,927.00
5	250A Eaton Breaker 65kAIC	1 ea	\$2,500.00	\$127.00	\$2,627.00
6	250 MCM XHHW Copper	360 ft	\$2,858.00	\$7,408.00	\$10,266.00
7	350 MCM XHHW Copper	720 ft	\$6,876.00	\$18,435.00	\$25,311.00
8	#1 Cu Ground	270 ft	\$699.00	\$3,969.00	\$4,668.00
9	400A Panelboard (surface)	2 ea	\$2,850.00	\$431.00	\$3,281.00
10	Core drilling & offsets	Lot	\$404.00	\$294.00	\$698.00
11	Misc. flex, fittings, bends	Lot	\$342.00	\$331.00	\$673.00
	ADD Totals		\$21,046.70	\$36,185.89	\$57,232.59

CREDIT Breakdown

Item	Description	Material	Labor	Total
1	Credit (Easy Labor)	\$18,102.50	\$21,277.76	\$39,380.26

Net Summary

Net Change Order	\$17,852.33
go o.u.o.	

Prepared by Rand LLC | License E1-187989 | All work subject to approval under the Prime Contract



58 Stockhouse Rd Bozrah, CT 06334-1120 (860) 887-9002

PROPOSED CHANGE ORDER

Nutmeg Companies Inc. 1 Ohio Avenue Norwich, CT 06360

9/4/2025 PCO #2 Rev. 1

Attn: Michael Gawendo

Re:

Juliet W. Long School

Provide Roof Curbs

Michael,

Below please find material and labor pricing to demolition and then fabricate and install new galvanized duct riser which is located in the storage room to allow space for the new electrical work. This work also includes revising the existing duct work below the riser in the crawl space and installing two new 18" x 18" filter grilles on the existing duct in the crawl space.

Materials

Includes Galvazied Steel Duct and Accessories and Filter Grilles (See attached submittal for the basement grilles) \$862.00

<u>Labor</u>	<u>hrs</u>	<u>rate</u>	
Shop (regular)	8	\$100	\$800.00
Field Labor (prevailing) Regular work hours	29	\$140	\$4,060.00
Subtotal			\$5,722.00
Markup 15%			\$1,558.08
Total excluding any applicable sales tax:			\$7,280.08

Respectfully submitted,

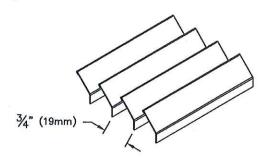
Richard Zack Kennedy Sheet Metal

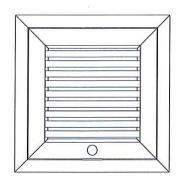
530FF Steel Louvered Filter Grille Item Tag: 530FF18X18

Price Submittal Sheet

Core Style:

530FF - 3/4" Blade Spacing



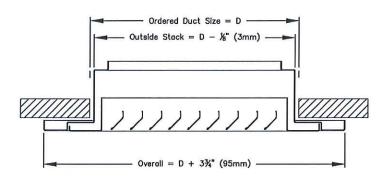


1 - Frame accepts 1" filter

Border:

F - flat frame

for surface mount installation



%6" (8mm) Frame accepts 1" filter

13/32" (50mm) 13/32" (10mm)

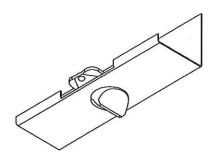
Latch Option:

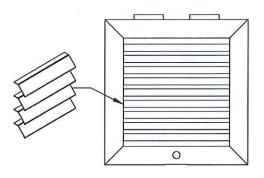
QTR-TURN - plastic 1/4 turn latches



Filter Height:

HT - Hinges on top (viewed with blades deflected downwards)





PROJECT:

ENGINEER:

DESCRIPTION: Steel Louvered Filter Grille

530FF-1-1/I/18.000/18.000/SM/F//0/0/L/HT/QTR-TURN/1/B12

SUBMITTAL NO: 276797 CUSTOMER:

530FF Steel Louvered Filter Grille

Item Tag: 530FF18X18

PPPP Submittal Sheet

Notes:

- · Mounting holes drilled by the installer
- · Filter media supplied by others
- Maximum recommended filter size: D 1/4" (6mm)
- Minimum recommended filter size: D 5/8" (16mm)
- · Latch quantity varies with size
- Factory tolerance: ± 1/32" (1mm)

Blade Orientation:

• L - Blades Parallel to Long Dimension

Finish:

B12: Standard White

Standard Construction:

- · Steel frame and blades
- Steel locking tabs
- Aluminum hinge
- Steel hardware



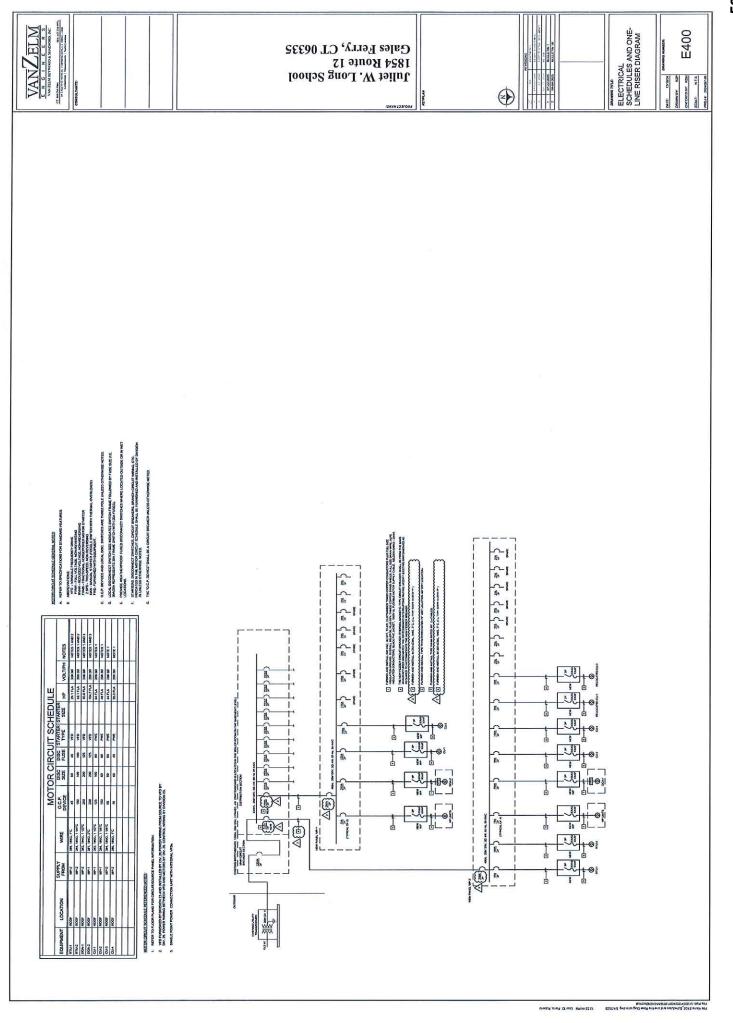
Scan for link to additional product information

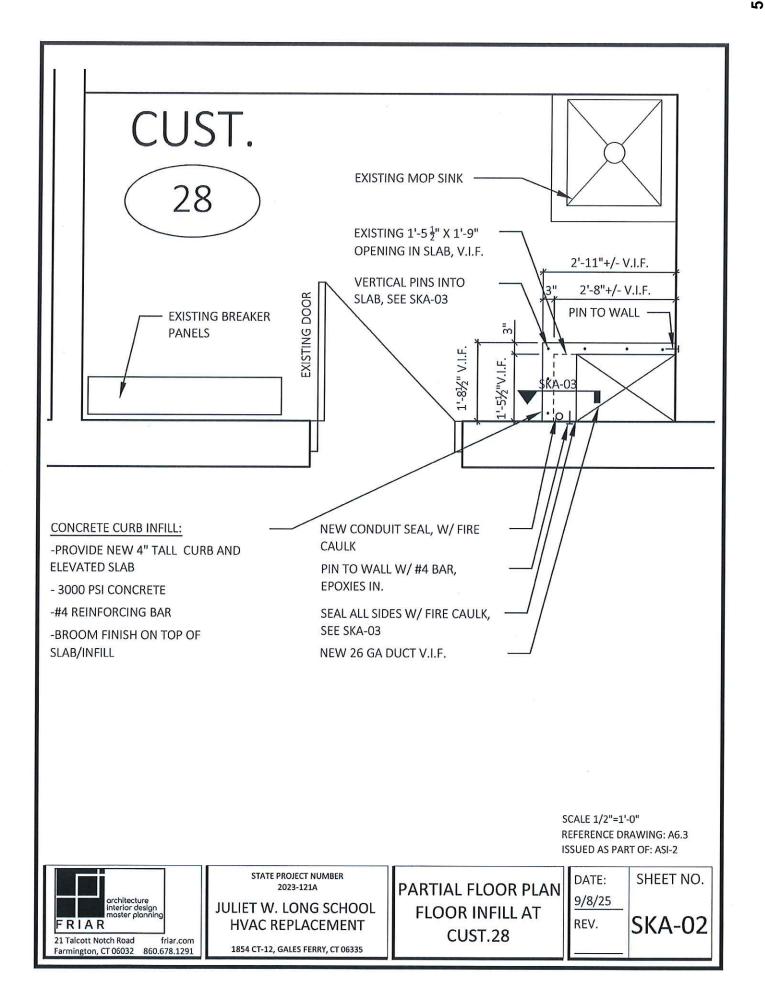
PROJECT: **ENGINEER:**

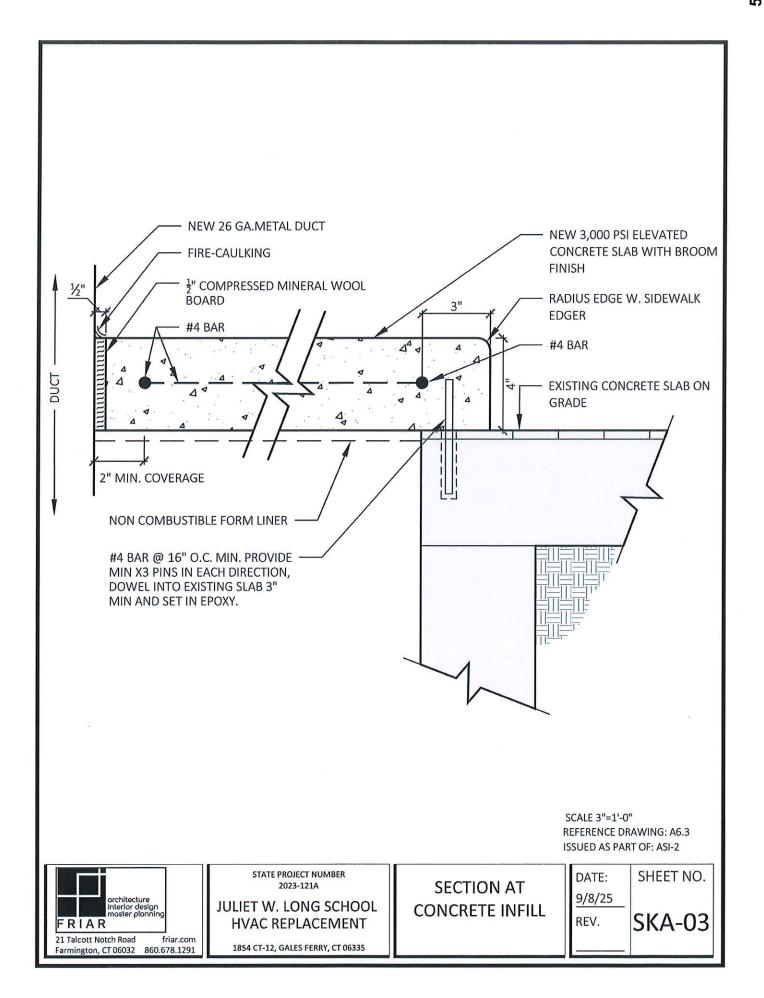
DESCRIPTION: Steel Louvered Filter Grille

530FF-1-1/I/18,000/18,000/SM/F//0/0/L/HT/QTR-TURN/1/B12

SUBMITTAL NO: 276797 CUSTOMER:









AIA° Document G701° – 2017

Change Order

PROJECT: (Name and address)

2023-121A Juliet W. Long School - HVAC

Project

1854 CT-12

Gales Ferry (Ledyard), CT 06335

OWNER: (Name and address)

Ledyard, CT 06339-1511

Town of Ledyard, CT 741 Colonel Ledyard Highway CONTRACT INFORMATION:

Contract For: General Construction

Date: 07-23-2025

ARCHITECT: (Name and address)

Friar Architecture Inc. 21 Talcott Notch Road Farmington, CT 06032 CHANGE ORDER INFORMATION:

Change Order Number: 003

Date: 09-30-2025

CONTRACTOR: (Name and address)

The Nutmeg Companies, Inc.

1 Ohio Avenue Norwich, CT 06360

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

PCO#1 - August 2025 T&M Firesafing

The original Contract Sum was

The net change by previously authorized Change Orders

The Contract Sum prior to this Change Order was

The Contract Sum will be increased by this Change Order in the amount of

The new Contract Sum including this Change Order will be

(172,581.07)2,500,938.93 778.97 2,501,717.90

The Contract Time will be unchanged by (0) days. The new date of Substantial Completion will be 11-27-2026

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

ARCHITECT (Signature)

BY: Scott Mitchell, AIA

(Printed name, title, and license number if required)

CONTRACTOR (Signature)

BY: Shayne McAvoy, Operations

Manager

(Printed name and title)

OWNER (Signature)

BY: Joe Gush

(Printed name and title)

Date

PROPOSAL/ESTIMATE FOR CONTRACT MODIFICATION

DATE: 9/19/2025

9/19/2025

CONTRACT TITLE: Juliet W. Long Elementary School - HVAC Renovations

NCI Project No. 2503

PCO #2 - August 2025 T&M Firesafing

DESCRIPTION OF PROPOSAL: T&M Firesafing

1. Materials		\$150.00	
2. Sales Tax on Materials 0 % of line 1	0.00%	\$0.00	
3. Direct Labor		\$495.24	
4. Misc. / Rental Equipment		\$0.00	
5. Sales Tax on Rental Equipment 6.35% of line 4	6.35%	\$0.00	
6. Equipment Ownership and Operating Expenses			
7. SUBTOTAL (add lines 1 - 6)			\$645.24
8. Field Overhead	0.00%		\$0.00
9. SUBTOTAL			\$645.24

Prime Remarks:

SUBCONTRACTOR'S	WORK	
10. Subcontractor's work		\$0.00
11.Sub-contactors Bond Premium% of line 10	0.00%	\$0.00
12.SUBTOTAL		\$0.00

Sub's Remarks:

SUMMARY			
13. Prime Contractor's Work (from line 9)		\$645.24	
14. Not used		\$0.00	
15. Prime Cont's Extended Costs @		\$0.00	
16. Sub-contractor's Work (from line 12)		\$0.00	
17. Prime Overhead and Profit on Sub. 10% of line 16	10.00%	\$0.00	
18. Prime's Overhead 10% of line 13	10.00%	\$64.52	
19. Prime's Profit 10% of line 13	10.00%	\$64.52	
20. SUBTOTAL (add lines 13, 16, 17, 18 and 19)			\$774.29
21. Prime Cont.'s Bond Premium	0.605%	\$4.68	
22. TOTAL COST (Add Lines 20 & 21)			\$778.97

Estimated time extension and justification:

Prime Contractor Name:	THE NUTMEG COMPANIES, INC.
	110 - 111 -

Michael Gawendo - PROJECT MANAGER Date:

DESCRIPTION OF PROPOSAL: Bulletin #1r1 Electrical modifications

	Material		Material			Labor			
ΩTY	DESCRIPTION	Unit	UNIT COST	TOTAL COST	TINO	LABOR	LABOR	Subcontractor	MISC. & RENTAL
			MATERIAL	MATERIAL	HRS.	RATE	DOLLARS		
	Week of 8/18 - 1 Carpenter various firesafing of exsting penetrations	-	LS	\$150.00	00.9	\$82.54	\$495.24		
	above hallway walls in both wings								
									10 23
				9					
						-			
l f									
	Totals			\$150.00			\$495.24	\$0.00	\$0.00



TOWN OF LEDYARD

741 Colonel Ledyard Highway Ledyard, CT 06339-1511

File #: 25-2616 **Agenda Date:** 10/6/2025 **Agenda #:** 4.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

MOTION to approve AIA Document G701-2017 Change Order Number 003 dated 9.30.2025 in the amount of \$778.97 for Juliet W. Long School - HVAC Project.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Finance Director Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

(type text here)



AIA Document G701° – 2017

Change Order

PROJECT: (Name and address)

2023-121A Juliet W. Long School - HVAC

1854 CT-12

Gales Ferry (Ledyard), CT 06335

OWNER: (Name and address)

Town of Ledyard, CT 741 Colonel Ledyard Highway

Ledyard, CT 06339-1511

CONTRACT INFORMATION:

Contract For: General Construction

Date: 07-23-2025

ARCHITECT: (Name and address) Friar Architecture Inc. 21 Talcott Notch Road

Farmington, CT 06032

CHANGE ORDER INFORMATION:

Change Order Number: 003

Date: 09-30-2025

CONTRACTOR: (Name and address)

The Nutmeg Companies, Inc.

1 Ohio Avenue

Norwich, CT 06360

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

PCO#1 - August 2025 T&M Firesafing

The original Contract Sum was

The net change by previously authorized Change Orders

The Contract Sum prior to this Change Order was

The Contract Sum will be increased by this Change Order in the amount of

The new Contract Sum including this Change Order will be

The Contract Time will be unchanged by (0) days.

The new date of Substantial Completion will be 11-27-2026

S	2,673,520.00
\$	(172,581.07)
\$	2,500,938.93
\$	778.97
\$	2,501,717.90

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

ARCHITECT (Signature)

BY: Scott Mitchell, AIA

(Printed name, title, and license

number if required)

CONTRACTOR (Signature)

perations BY: Shayne McAvoy,

Manager

(Printed name and title)

OWNER (Signature)

BY: Joe Gush

(Printed name and title)

Date

1

THE NUTMEG COMPANIES, INC.

PROPOSAL/ESTIMATE FOR CONTRACT MODIFICATION

CONTRACT TITLE: Juliet W. Long Elementary School - HVAC Renovations NCI Project No. 2503

PCO #2 - August 2025 T&M Firesafing

DATE: 9/19/2025

DESCRIPTION	OF	PROPOSAL:	T&M	Firesafing
-------------	----	-----------	-----	------------

A National		\$150.00	
1. Materials	0.00%	\$0.00	
2. Sales Tax on Materials 0 % of line 1		\$495.24	
3. Direct Labor		\$0.00	
4. Misc. / Rental Equipment	0.050/	\$0.00	
5. Sales Tax on Rental Equipment 6.35% of line 4	6.35%	\$0.00	
6. Equipment Ownership and Operating Expenses			\$645.24
7. SUBTOTAL (add lines 1 - 6)			
8. Field Overhead	0.00%		\$0.00
9. SUBTOTAL			\$645.24

Prime Remarks:

SUBCONTRACTOR'S	WORK	
		\$0.00
10. Subcontractor's work	0.00%	\$0.00
11.Sub-contactors Bond Premium% of line 10	0.0070	\$0.00
12.SUBTOTAL		ψ0.00

Sub's Remarks:

SUMMARY			
13. Prime Contractor's Work (from line 9)		\$645.24	
		\$0.00	
14. Not used		\$0.00	
15. Prime Cont's Extended Costs @			
16. Sub-contractor's Work (from line 12)		\$0.00	
17. Prime Overhead and Profit on Sub. 10% of line 16	10.00%	\$0.00	
18. Prime's Overhead 10% of line 13	10.00%	\$64.52	
	10.00%	\$64.52	
19. Prime's Profit 10% of line 13			\$774.29
20. SUBTOTAL (add lines 13, 16, 17, 18 and 19)		04.00	
21. Prime Cont.'s Bond Premium	0.605%	\$4.68	department when
22. TOTAL COST (Add Lines 20 & 21)			\$778.97

Estimated time extension and justification:

Prime Contractor Name:	THE NUTMEG COMPANIES, INC.		
	Michael Gawendo - PROJECT MANAGER	Date:	9/19/2025

9/19/2025 DATE:

DESCRIPTION OF PROPOSAL: Bulletin #1r1 Electrical modifications

Totals

			Material			Labor			
77/	DESCRIPTION	Unit	UNIT COST	TOTAL COST	UNIT	LABOR	LABOR	Subcontractor	MISC. & RENTA
TY	DECORAL HOR		<u>MATERIAL</u>	MATERIAL	HRS.	RATE	DOLLARS		
				0450.00	0.00	COD E 4	\$495.24		
Week of 8/18 - 1	Carpenter various firesafing of exsting penetrations	1	LS	\$150.00	6.00	\$82.54	Ф495.24		
above hallway w	alls in both wings								
									1
									+
				\$150.00			\$495.24	\$0.0	0 \$0

INVOICE SUMMARY FORM



Town of Ledyard

Juliet W. Long HVAC Improvements

Change Order Packet

10/6/25

	Number	Date		Amount
CO2 -Split electrical feeds to MP-1 and MP-2 vs running all power through MP-1. Includes filter grills in tunnel as well as new duct riser in room 28 and the concrete curb	2	09/30/25	\$	27,932.93
new duct riser in room 28 and the concrete curb. CO3 - Firesafing per Fire Marshal Request (based on Time and Materials)	3	09/30/25	\$	778.97
and Materials)				
		Totals	\$	28,711.90
Where discrepancies exist between amount shown on cover sigovern.	heet and the actua	al invoice, the in	voice	shall
Where discrepancies exist between amount shown on cover sigovern.	heet and the actua	al invoice, the in	voice	shall
NOTE: Where discrepancies exist between amount shown on cover sigovern. Owners Approval Joe Gush	heet and the actua	al invoice, the in	voice	shall
Where discrepancies exist between amount shown on cover sigovern. Owners Approval Joe Gush	Chair - PMBC	al invoice, the in	voice	Date
Where discrepancies exist between amount shown on cover significant. Owners Approval Joe Gush Name		al invoice, the in	voice	
Where discrepancies exist between amount shown on cover sigovern. Owners Approval Joe Gush	Chair - PMBC	al invoice, the in	voice	Date

Change Orders



Change Order

PROJECT: (Name and address)

2023-121A Juliet W. Long School - HVAC

Project

1854 CT-12

Gales Ferry (Ledyard), CT 06335

OWNER: (Name and address)

741 Colonel Ledyard Highway

Town of Ledyard, CT Ledyard, CT 06339-1511 CONTRACT INFORMATION:

Contract For: General Construction

Date: 07-23-2025

ARCHITECT: (Name and address)

Friar Architecture Inc. 21 Talcott Notch Road Farmington, CT 06032 CHANGE ORDER INFORMATION:

Change Order Number: 002

Date: 09-30-2025

CONTRACTOR: (Name and address)

The Nutmeg Companies, Inc.

1 Ohio Avenue Norwich, CT 06360

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Electical Changes per Bulletin #1r1 for splitting panels by north/ south wings.

The original Contract Sum was

The net change by previously authorized Change Orders

The Contract Sum prior to this Change Order was

The Contract Sum will be increased by this Change Order in the amount of

The new Contract Sum including this Change Order will be

2,673,520.00 (200.514.00)2,473,006.00 27,932.93

The Contract Time will be unchanged by (0) days. The new date of Substantial Completion will be 11-27-2026

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

ARCHITECT (Signature)

BY: Scott Mitchell, AIA

(Printed name, title, and license number if required)

CONTRACTOR (Signature)

BY: Shayne McAvoy, Operations

Manager

(Printed name and title)

OWNER (Signature)

BY: Joe Gush

(Printed name and title)

Date

PROPOSAL/ESTIMATE FOR CONTRACT MODIFICATION

DATE: 9/19/2025

CONTRACT TITLE: Juliet W. Long Elementary School - HVAC Renovations NCI Project No. 2503

PCO #1r2 - Bulletin #1r1 Electrical Changes

DESCRIPTION OF PROPOSAL: Electrical Changes per Bulletin #1r1

1. Materials		\$150.00	
2. Sales Tax on Materials 0 % of line 1	0.00%	\$0.00	x
3. Direct Labor		\$730.72	
4. Misc. / Rental Equipment		\$0.00	
5. Sales Tax on Rental Equipment 6.35% of line 4	6.35%	\$0.00	
6. Equipment Ownership and Operating Expenses	1		
7. SUBTOTAL (add lines 1 - 6)			\$880.72
8. Field Overhead	0.00%		\$0.00
9. SUBTOTAL			\$880.72

Prime Remarks:

SUBCONTRACTOR'S WORK				
10. Subcontractor's work		\$24,280.08		
11.Sub-contactors Bond Premium% of line 10	0.00%	\$0.00		
12.SUBTOTAL		\$24,280.08		

Sub's Remarks:

SUMMARY					
13. Prime Contractor's Work (from line 9)		\$880.72			
14. Not used		\$0.00			
15. Prime Cont's Extended Costs @		\$0.00			
16. Sub-contractor's Work (from line 12)		\$24,280.08			
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18. Prime's Overhead 10% of line 13	10.00%	\$88.07			
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20. SUBTOTAL (add lines 13, 16, 17, 18 and 19)			\$27,764.95		
21. Prime Cont.'s Bond Premium	0.605%	\$167.98			
22. TOTAL COST (Add Lines 20 & 21)			\$27,932.93		

Estimated time extension and justification:

Prime Contractor Name:	THE NUTMEG COMPANIES, INC.		
		2	
	Michael Gawendo - PROJECT MANAGER	Date:	9/19/2025

DATE: 9/19/2025

DESCRIPTION OF PROPOSAL: Bulletin #1r1 Electrical modifications

			Material			Labor	J.		187
QTY	DESCRIPTION	Unit	UNIT COST	TOTAL COST	UNIT	LABOR	LABOR	Subcontractor	MISC. & RENTAL
			MATERIAL	MATERIAL	HRS.	RATE	DOLLARS		
	Rand LLC - Electrical Work - See attached breakdown	1						\$17,000.00	
	Kennedy Sheetmetal - Demo/Replace Duct Riser Room 28							\$7,280.08	
	& 2 filter grills in the tunnel							Ψ1,200.00	
	Concrete Curb/Infill	1	LS	\$150.00	8.00	\$82.54	\$660.32		
				\$ 100.00	0.00	Ψ02.0-	Ψ000.02		
_	Totala			0.150.00					

Totals \$150.00 \$660.32 \$24,280.08 \$0.00

Change Order Summary (AIA G702)

	Material	Labor	Total
Credit (Easy Labor)	\$18,102.50	\$21,277.76	\$39,380.26
Add (Medium + Labor Adj.)	\$21,046.70	\$36,185.89	\$57,232.59
Net Change Order (Add – Credit)			\$17,852.33

\$17,000.00

Change Order Detailed Breakdown (AIA G703 Continuation Sheet)

ADD Breakdown

Item	Description	Qty	Material	Labor	Total
1	3" EMT Conduit	220 ft	\$1,375.00	\$7,114.80	\$8,489.80
2	EMT Fittings & Hangers	Lot	\$600.00	\$0.00	\$600.00
3	36x36x12 J-Box	1 ea	\$310.00	\$122.00	\$432.00
4	300A Eaton Breaker 65kAIC	1 ea	\$2,800.00	\$127.00	\$2,927.00
5	250A Eaton Breaker 65kAIC	1 ea	\$2,500.00	\$127.00	\$2,627.00
6	250 MCM XHHW Copper	360 ft	\$2,858.00	\$7,408.00	\$10,266.00
7	350 MCM XHHW Copper	720 ft	\$6,876.00	\$18,435.00	\$25,311.00
8	#1 Cu Ground	270 ft	\$699.00	\$3,969.00	\$4,668.00
9	400A Panelboard (surface)	2 ea	\$2,850.00	\$431.00	\$3,281.00
10	Core drilling & offsets	Lot	\$404.00	\$294.00	\$698.00
11	Misc. flex, fittings, bends	Lot	\$342.00	\$331.00	\$673.00
	ADD Totals		\$21,046.70	\$36,185.89	\$57,232.59

CREDIT Breakdown

Item	Description	Material	Labor	Total	
1	Credit (Easy Labor)	\$18,102.50	\$21,277.76	\$39,380.26	

Net Summary

Net Change Order	\$17,852.33
g. o.i.a.i	ψ.17,00 2 .00

Prepared by Rand LLC | License E1-187989 | All work subject to approval under the Prime Contract



58 Stockhouse Rd Bozrah, CT 06334-1120 (860) 887-9002

PROPOSED CHANGE ORDER

Nutmeg Companies Inc. 1 Ohio Avenue Norwich, CT 06360

9/4/2025 PCO #2 Rev. 1

Attn: Michael Gawendo

Re:

Juliet W. Long School

Provide Roof Curbs

Michael,

Below please find material and labor pricing to demolition and then fabricate and install new galvanized duct riser which is located in the storage room to allow space for the new electrical work. This work also includes revising the existing duct work below the riser in the crawl space and installing two new 18" x 18" filter grilles on the existing duct in the crawl space.

Materials

Includes Galvazied Steel Duct and Accessories and Filter Grilles (See attached submittal for the basement grilles) \$862.00

<u>Labor</u>	<u>hrs</u>	<u>rate</u>	
Shop (regular)	8	\$100	\$800.00
Field Labor (prevailing) Regular work hours	29	\$140	\$4,060.00
Subtotal			\$5,722.00
Markup 15%			\$1,558.08
Total excluding any applicable sales tax:			\$7,280.08

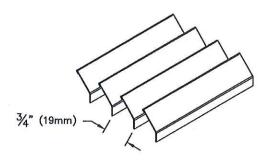
Respectfully submitted,

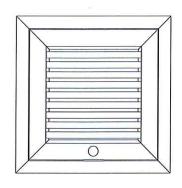
Richard Zack Kennedy Sheet Metal

Price Submittal Sheet

Core Style:

530FF - 3/4" Blade Spacing

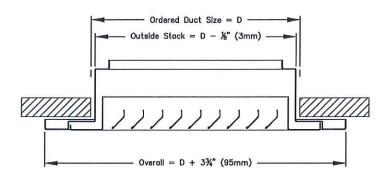




Border:

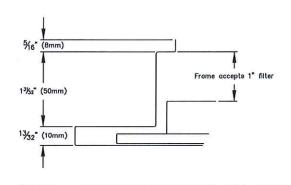
F - flat frame

for surface mount installation



Filter Height:

1 - Frame accepts 1" filter

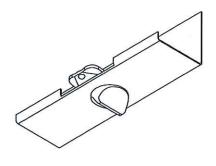


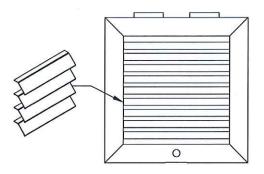
Latch Option:

QTR-TURN - plastic 1/4 turn latches

Hinge Orientation:

HT - Hinges on top (viewed with blades deflected downwards)





PROJECT:

ENGINEER:

DESCRIPTION: Steel Louvered Filter Grille

530FF-1-1/I/18.000/18.000/SM/F//0/0/L/HT/QTR-TURN/1/B12

SUBMITTAL NO: 276797 CUSTOMER:

530FF Steel Louvered Filter Grille

Item Tag: 530FF18X18

PFICE[®] Submittal Sheet

Notes:

- · Mounting holes drilled by the installer
- · Filter media supplied by others
- Maximum recommended filter size: D 1/4" (6mm)
- Minimum recommended filter size: D 5/8" (16mm)
- · Latch quantity varies with size
- Factory tolerance: ± 1/32" (1mm)

Blade Orientation:

• L - Blades Parallel to Long Dimension

Finish:

B12: Standard White

Standard Construction:

- Steel frame and blades
- Steel locking tabs
- Aluminum hinge
- Steel hardware



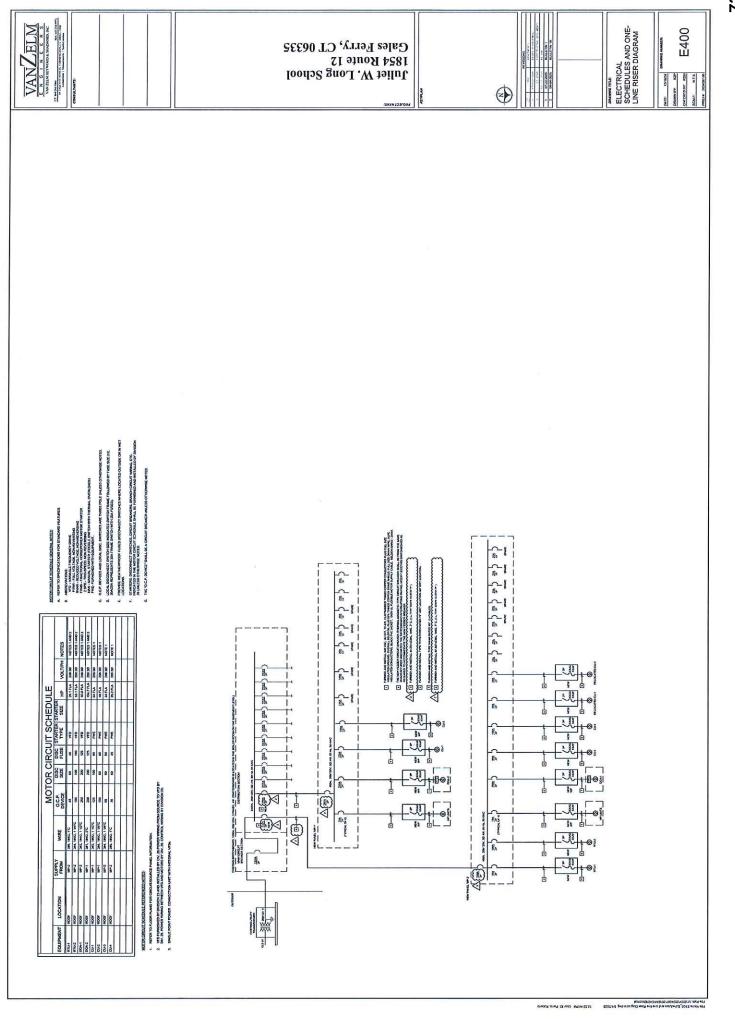
Scan for link to additional product information

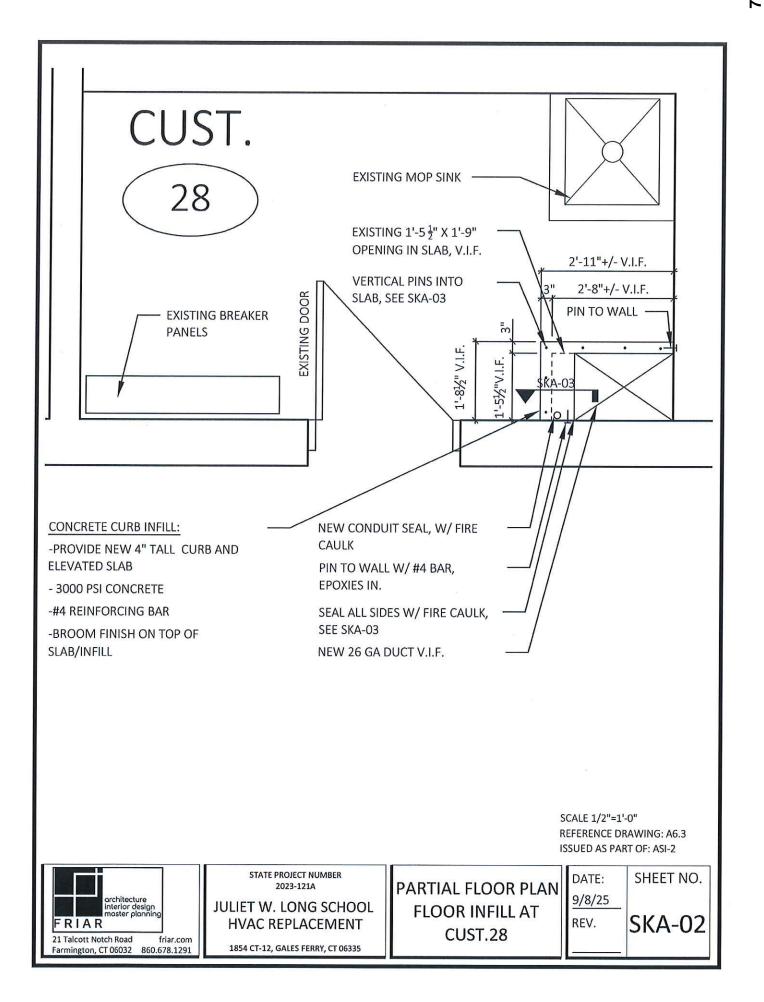
PROJECT: ENGINEER:

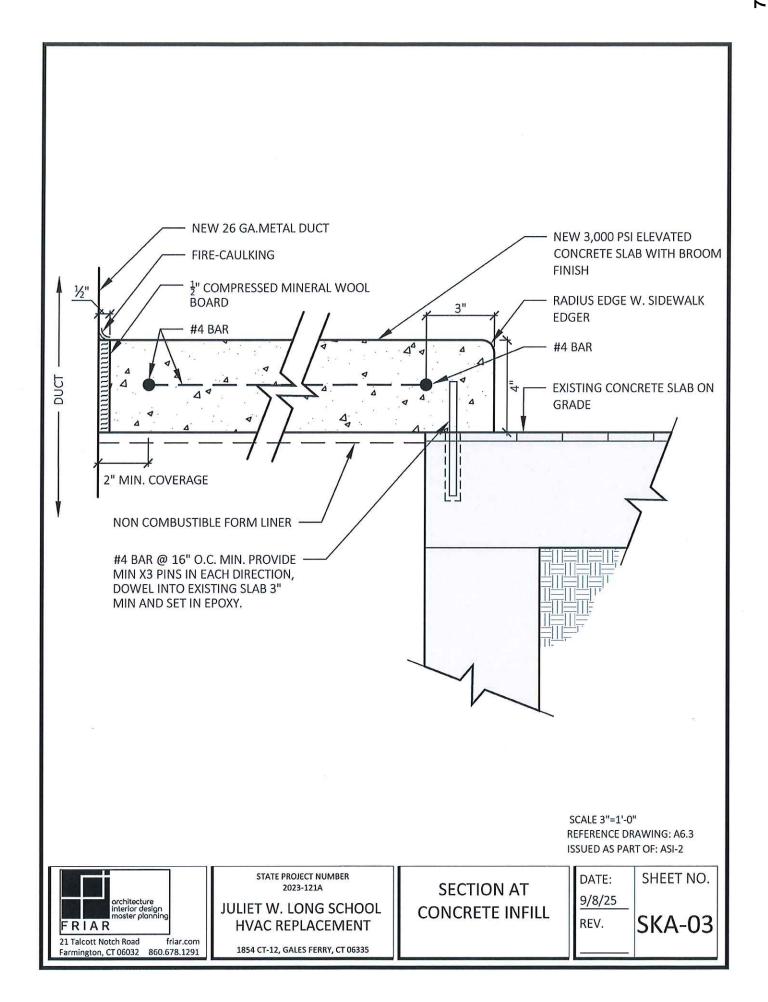
DESCRIPTION: Steel Louvered Filter Grille

530FF-1-1/I/18.000/18.000/SM/F//0/0/L/HT/QTR-TURN/1/B12

SUBMITTAL NO: 276797 CUSTOMER:









Change Order

PROJECT: (Name and address)

2023-121A Juliet W. Long School - HVAC

Project

1854 CT-12

Gales Ferry (Ledyard), CT 06335

OWNER: (Name and address)

Town of Ledyard, CT 741 Colonel Ledyard Highway Ledyard, CT 06339-1511

ARCHITECT: (Name and address) Friar Architecture Inc. 21 Talcott Notch Road

Date: 07-23-2025

CONTRACT INFORMATION:

Contract For: General Construction

Farmington, CT 06032

CHANGE ORDER INFORMATION:

Change Order Number: 003

Date: 09-30-2025

CONTRACTOR: (Name and address)

The Nutmeg Companies, Inc.

1 Ohio Avenue Norwich, CT 06360

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

PCO#1 - August 2025 T&M Firesafing

The original Contract Sum was

The net change by previously authorized Change Orders

The Contract Sum prior to this Change Order was

The Contract Sum will be increased by this Change Order in the amount of

The new Contract Sum including this Change Order will be

(172,581.07)2,500,938.93 778.97 2,501,717.90

The Contract Time will be unchanged by (0) days. The new date of Substantial Completion will be 11-27-2026

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

ARCHITECT (Signature)

BY: Scott Mitchell, AIA

(Printed name, title, and license number if required)

CONTRACTOR (Signature)

BY: Shayne McAvoy, Operations

Manager

(Printed name and title)

OWNER (Signature)

BY: Joe Gush

(Printed name and title)

Date

PROPOSAL/ESTIMATE FOR CONTRACT MODIFICATION

DATE: 9/19/2025

CONTRACT TITLE: Juliet W. Long Elementary School - HVAC Renovations

NCI Project No. 2503

PCO #2 - August 2025 T&M Firesafing

DESCRIPTION OF PROPOSAL: T&M Firesafing

1. Materials		\$150.00	
2. Sales Tax on Materials 0 % of line 1	0.00%	\$0.00	
3. Direct Labor		\$495.24	
4. Misc. / Rental Equipment		\$0.00	
5. Sales Tax on Rental Equipment 6.35% of line 4	6.35%	\$0.00	
6. Equipment Ownership and Operating Expenses			
7. SUBTOTAL (add lines 1 - 6)			\$645.24
8. Field Overhead	0.00%		\$0.00
9. SUBTOTAL			\$645.24

Prime Remarks:

SUBCONTRACTOR'S	WORK	
10. Subcontractor's work		\$0.00
11.Sub-contactors Bond Premium% of line 10	0.00%	\$0.00
12.SUBTOTAL		\$0.00

Sub's Remarks:

SUMMARY			
13. Prime Contractor's Work (from line 9)		\$645.24	
14. Not used		\$0.00	
15. Prime Cont's Extended Costs @		\$0.00	
16. Sub-contractor's Work (from line 12)		\$0.00	
17. Prime Overhead and Profit on Sub. 10% of line 16	10.00%	\$0.00	
18. Prime's Overhead 10% of line 13	10.00%	\$64.52	
19. Prime's Profit 10% of line 13	10.00%	\$64.52	
20. SUBTOTAL (add lines 13, 16, 17, 18 and 19)			\$774.29
21. Prime Cont.'s Bond Premium	0.605%	\$4.68	
22. TOTAL COST (Add Lines 20 & 21)			\$778.97

Estimated time extension and justification:

Prime Contractor Name:	
------------------------	--

THE NUTMEG COMPANIES, INC.

Michael Gawendo - PROJECT MANAGER

Date:

9/19/2025

DESCRIPTION OF PROPOSAL: Bulletin #1r1 Electrical modifications

	Material		Material			Labor			
ΩTY	DESCRIPTION	Unit	UNIT COST	TOTAL COST	TINO	LABOR	LABOR	Subcontractor	MISC. & RENTAL
			MATERIAL	MATERIAL	HRS.	RATE	DOLLARS		
	Week of 8/18 - 1 Carpenter various firesafing of exsting penetrations	_	ST	\$150.00	6.00	\$82.54	\$495.24		
	above hallway walls in both wings								
				9					
l P									
	Totals			\$150.00			\$495.24	\$0.00	00.0\$



741 Colonel Ledyard Highway Ledyard, CT 06339-1511

File #: 25-2624 **Agenda Date:** 10/6/2025 **Agenda #:** 5.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

MOTION to approve Colliers Project Leaders Inv# 0001099202 dated 9.30.2025 in the amount of \$4,028.40 for OMP-Juliet Long HVAC Installation.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Finance Director Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:





A Division of Colliers Engineering & Design

Ledyard CT, Town of Attn: Matthew Bonin 741 Colonel Ledyard Highway Ledyard, CT 06339 **Invoice:** 0001099202 **Invoice Date:** 9/30/2025

Project: 24012605G

Project Manager: Warrington, Jr., Chuck

Project Name: OPM-Juliet Long HVAC Installation

For Professional Services Rendered Through 9/30/2025

Description of Services:

September 2025

- 1. Download and save certified payrolls.
- 2. Attend OAC meetings
- 3. Site walk through
- 4. Review of RFIs
- 5. Review of change orders
- 6. Attend PMBC meeting
- 7. Reconcile financials against general ledger
- 8. Prepare reimbursement request for OGA

						Billings	
		Fee	Remaining Fee	% Complete	To Date	Previous	Current
Construction Phase		75,000.00	56,112.50	25.18	18,887.50	14,972.50	3,915.00
Procurement Phase		25,000.00	24,420.00	2.32	580.00	580.00	0.00
OGA Closeout		10,000.00	10,000.00	0.00	0.00	0.00	0.00
Reimbursable Expenses		5,000.00	4,164.20	16.72	835.80	722.40	113.40
	Subtotal:	115,000.00	94,696.70	17.66	20,303.30	16,274.90	4,028.40

Current Billings	4,028.40
Amount Due This Bill	4 028 40

finance.director@ledyardct.org; charles.warrington@collierseng.com

In accordance with our business terms and conditions, acceptance of this invoice is implied unless Colliers Project Leaders USA NE, LLC is notified by 14 days from the date of this invoice. If timely payment cannot be made due to any discrepancy, please E-mail a brief explanation to Billing@colliersengineering.com and we will reply as soon as possible.

EFT/ACH PAYMENT INFO: Colliers Engineering & Design, Inc. | JP Morgan Chase | Routing 021000021 | Account# 836759092

Project: 24012605G - OPM-Juliet Long HVAC Installa	ation	Invoice: 000)109920
PM05 - Construction Phase			
Labor			
Rate Labor			
Class	Hours	Rate	Amount
Assistant Proiect Manager	14.50	110.0000	1,595.00
Director	8.00	290.0000	2,320.00
	Total Rate Labor		3,915.00
Total Labor		:	3,915.00
Total Bill Task: PM05 - Construction Phase		:	3,915.00
ZREIMB - Reimbursable Expenses Expense Unit Rate Expenses Account / Unit			Amount
Project Mileage			Amount
Mileage			113.40
	Total Unit Rate Expenses		113.40
Total Expense			113.40



741 Colonel Ledyard Highway Ledyard, CT 06339-1511

File #: 25-2612 **Agenda Date:** 10/6/2025 **Agenda #:** 6.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

MOTION to approve Friar Architecture Inc. Inv# 2023-121A-11 dated 9.30.2025 in the amount of \$24,540.00 for Project 2023-121A Ledyard - Juliet Long HVAC.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Finance Director Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:



Ledyard Public Schools 4 Blonders Boulevard Ledyard, CT 06339

Invoice number

2023-121A-11

Date

09/30/2025

Project 2023-121A LEDYARD - JULIET LONG

HVAC

Professional Services through 9/30/2025

Description		Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Schematic Design		18,480.00	100.00	18,480.00	18,480.00	0.00
Design Development		46,200.00	100.00	46,200.00	46,200.00	0.00
Construction Documents		90,300.00	100.00	90,300.00	90,300.00	0.00
Bid		9,240.00	100.00	9,240.00	9,240.00	0.00
Contract Administration		50,400.00	40.00	15,120.00	20,160.00	5,040.00
Closeout		5,000.00	0.00	0.00	0.00	0.00
Audit		5,000.00	0.00	0.00	0.00	0.00
Add Service I (8/25/2025)	<u> </u>	19,500.00	100.00	0.00	19,500.00	19,500.00
	Total	244,120.00	83.52	179,340.00	203,880.00	24,540.00

APPROVED FOR PAYMENT

Invoice total

24,540.00

Colliers

o9/30/2025

Budget Block:

V.A2

Project Leaders PO/ACCT: .

Project 2023-121A LEDYARD - JULIET LONG HVAC

Invoice number Date 2023-121A-11 09/30/2025

nvoice	Summary
--------	---------

Description		Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Schematic Design		18,480.00	100.00	18,480.00	18,480.00	0.00
Design Development		46,200.00	100.00	46,200.00	46,200.00	0.00
Construction Documents		90,300.00	100.00	90,300.00	90,300.00	0.00
Bid		9,240.00	100.00	9,240.00	9,240.00	0.00
Contract Administration		50,400.00	40.00	15,120.00	20,160.00	5,040.00
Closeout		5,000.00	0.00	0.00	0.00	0.00
Audit		5,000.00	0.00	0.00	0.00	0.00
Add Service I (8/25/2025)		19,500.00	100.00	0.00	19,500.00	19,500.00
Reimbursable Expenses		0.00	0.00	0.00	0.00	0.00
	Total	244,120.00	83.52	179,340.00	203,880.00	24,540.00

INVOICE SUMMARY FORM



10/6/25

Town of Ledyard Juliet W. Long HVAC Improvements Monthy Invoice Packet

IN\	/OICES				
Company / Vendor Name	Number	Date		Amount	
The Nutmeg Companies, Inc.	3	09/30/25	\$	294,025.00	
Friar Architecture Inc.	2023-121A-11	09/30/25	\$	24,540.00	
Materials Testing Inc.	26566	08/31/25	\$	1,324.50	
Colliers Project Leaders	N/A				
			-		
	Will be a second of the				
		Totals	\$	319,889.50	
NOTE: Where discrepancies exist between amount shown on govern. Owners Approval	cover sheet and the actual	invoice, the ir	nvoice	shall	
Joe Gush	Chair - PMBC			Date	
Name	Title			Date	
Colliers Approval					
Charles. E. Warrington, Jr., P.E.	Colliers Project M	lanager	111	Date	



741 Colonel Ledyard Highway Ledyard, CT 06339-1511

File #: 25-2613 **Agenda Date:** 10/6/2025 **Agenda #:** 7.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

MOTION to approve Materials Testing, Inc. Inv# 26566 dated 8.31.3035 in the amount of \$1,324.50 for Structural Steel Inspection JWL HVAC Project.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Finance Director Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

INVOICE

MATERIALS TESTING, INC. 55 Laura St

New Haven, CT 06512

vramirez@materialstestinginc.com +1 (203) 468-5216



Colliers Project Leaders, USA, NE LLC

Bill to
Matthew Bonin
Director of Finance

741 Colonel Ledyard Highway

Ledyard, CT 06339

Town of Ledyard

Ship to

Juliet W. Long Elementary School HVAC Replacement State Project No. 072-001 HVACN 1854 CT 12, Gales Ferry, CT

Invoice details

Invoice no.: 26566 Terms: Net 30

Invoice date: 08/31/2025 Due date: 09/30/2025

# Date	Product or service	Description	Qty	Rate	Amount
1.	Structural Steel Inspection	S-1000 8/4/25			
2.	Visit(s)		1	\$1,200.00	\$1,200.00
3.	Mileage		110	\$0.75	\$82.50
4.	Project Management Fee		0.4	\$105.00	\$42.00
			Total	\$	1.324.50

Contact Materials Testing, Inc. to pay.

Note to customer

Juliet W. Long Elementary School HVAC Replacement State Project No. 072-001 HVACN 1854 CT 12, Gales Ferry, CT APPROVED FOR PAYMENT

Budget Block:

V.B6

Project Leaders PO/ACCT:

Colliers

INVOICE SUMMARY FORM



Town of Ledyard Juliet W. Long HVAC Improvements Monthy Invoice Packet 10/6/25

Company / Vendor Name	Number	Defe	
	Number	Date	Amount
The Nutmeg Companies, Inc.	3	09/30/25	\$ 294,025.00
Friar Architecture Inc.	2023-121A-11	09/30/25	\$ 24,540.00
Materials Testing Inc.	26566	08/31/25	\$ 1,324.50
Colliers Project Leaders	N/A		
		Carp could contain	
		Totals	\$ 319,889.50
NOTE: Where discrepancies exist between amount shown on o govern.	cover sheet and the actual		
Owners Approval			
Joe Gush	Chair - PMBC		Date
Name	Title		Date
Colliers Approval			
Charles. E. Warrington, Jr., P.E.	Colliers Project M	anager	Date



741 Colonel Ledyard Highway Ledyard, CT 06339-1511

File #: 25-2614 **Agenda Date:** 10/6/2025 **Agenda #:** 8.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

MOTION to approve The Nutmeg Companies, Inc. Application for Payment dated 9.30.2025 in the amount of \$294,025.00 for Juliet W. Long School-HVAC Project.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Finance Director Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

TO OWNER: Town of Ledyard 741 Colonel Ledyard Highway Ledyard, CT 06339-1511

PROJECT: Juliet W. Long School-HVAC Project

1854 CT-12

Gales Ferry, CT 06335

FROM CONTRACTOR:

The Nutmeg Companies, Inc. 1 Ohio Ave., Norwich, CT 06360

ATTN: Mike Gawendo-Project Manager mgawendo@nutmegcompanies.com CONTRACT FOR: Juliet W. Long Elementary Schoole HVAC Replacement

FULLY EXECUTED INVOICE TO BE DELIVERED TO TOWN HALL FOR PROCESSING

APPLICATION NO:

GRANT NO:

PDN NO:

By:

TASK ORDER NO:

REQUISITION REF#:

TIN: 06-1236809

Distribution to:

PERIOD TO: PROJECT NO: CONTRACT DATE: 9/30/2025 2503 7/9/2025 **OWNER** ARCHITECT

CONTRACTOR

Town of Ledyard Friar Architecture Inc. The Nutmeg Companies Inc.

G702-1992

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1.	ORIGINAL CONTRACT SUM	\$2,672,520,00
	Net Change by Change Orders	\$2,673,520.00
3	CONTRACT SUM TO DATE (Line 1 + 2)	-\$200,514.00
1	TOTAL COMPLETED & COLOR 1 + 2)	\$2,473,006.00
4.	TOTAL COMPLETED & STORED TO DATE	\$1,653,206.00
	(Column G on C703)	

5. RETAINAGE:

a. 5 % of Completed Work	\$82,660.30
(Columns D + E on G703)	φοΣ,σσσ.σσ
b. 5 % of Stored Material	\$0.00
(Column F on G703)	Ψ0.00

Total Retainage (Line 5a + 5b or Total in Column I of G703).. 6. TOTAL EARNED LESS RETAINAGE.....

\$1,570,545.70

\$82,660.30

(Line 4 less Line 5 Total) 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT

\$1,276,520.70

(Line 6 from prior Certificate)...... 8. CURRENT PAYMENT DUE...

\$294,025.00

9. BALANCE TO FINISH, INCLUDING RETAINAGE

(Line 3 less Line 6)

\$902 460 30

	ΨΟΟΖ	2,400.30
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total Changes approved in		DEBOOMONO
previous months by Owner		(200,514,00)
Total approved this Month		(200,314.00)
TOTAL	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	
NET CHANGES by Change Order		

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the contractor named herein.Issuance,payment and acceptance of payment are without prejudice

to any rights of the Owner or Contractor under this Contract.

CONTRACTOR: The Nutmen Companies Inc.

By	Date:	September 26, 2025
Tammy Magrey- CFO		
State of : Connecticut		
County of : New London		
Subscribed and sworn to before me this	day of	2025
Notary Public:		
My Commission expires :		
In accordance with the Contract Documents, be comprising this application, the Architect certificance Architect's knowledge, information and belief the quality of the Work is in accordance with the Co- entitled to payment of the AMOUNT CERTIFIE AMOUNT CERTIFIED\$	es to the Owner that to the e Work has progressed as entract Documents, and the	e best of the sindicated, the
	om the amount applied for	r Initial all
Attach explanation if amount certified differs fi	rom the amount applied for tion Sheet that are change	r Initial all
	rom the amount applied for tion Sheet that are changed	r Initial all d to conform

AIA DOCUMENT G702. APPLICATION AND CERTIFICAE FOR PAYMENT. 1992 EDITION . AIA . 1992. THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W., WASHINGTON, DC. 20006-5292. WARNING: Unlicensed photocopying violates U.S. copyright laws and will subject the violator to legal procecution.

CAUTION: You should use an original AIA document which has this caution printed in red. An original assures that changes will not be obscured as may occur when documents are reproduced.

AIA DOCUMENT G703

AIA DOCUMENT G703

AIA DOCUMENT G703

APPLICATION AND CERTIFICATION FOR PAYMENT, containing
Contractor's signed certification is attached.
In tabulations below, amounts are stated to the nearest dollar.
Use Column I on Contracts where variable retainage for line items may apply.

Days added by Modification

TASK ORDER:

APPLICATION NO:
3
APPLICATION NO:
30-Sep-25
Days added by Modification

TASK ORDER:

4	В					TASK ORDE	₹:	De la la Nacional
TEM	5	С	D	Е	F	G		Н
10.	DESCRIPTION OF WORK	COLLEDITIES	WORK COM	PLETED	MATERIALS	TOTAL		BALANCE
	TON OF WORK	SCHEDULED	FROM PREVIOUS	THIS PERIOD		COMPLETED		TO FINISH
		VALUE	APPLICATION		STORED	AND STORED	$(G \div C)$	(C - G)
	[1] 이 이 이번 11의 이 아름답게 되었다. 그렇게 하는데 생각하다 하나요		(D+E)			TO DATE		
1						(D+E+F)		
2								
3	DIVISION-1 GENERAL REQUIREMENTS				and the same			
4	BOND							
5	MOBILIZATION	11,957.00	11,957.00			11,957.00	100%	i element
6	ALLOWANCE NO. 1 - CONSTRUCTION MANAGERS ALLOWANCE	15,000.00	15,000.00			15,000.00	100%	
7	ALLOWANCE NO. 2 - TOP OF WALL SMOKE SAFING	200,514.00	200,514.00			200,514.00	100%	
8	ALLOWANCE NO. 2 - SMOKE SAFING	11,500.00				The state of the s	0%	11,500.0
9	ALLOWANCE NO. 3 - SMOKE SAFE EXISTING PENETRATIONS	4,300.00				1.0	0%	4,300.0
10	ALLOWANCE NO. 4 - SMOKE SEAL AROUND EXISTING ITEMS AS-BUILT SUBMISSION	8,600.00			<u> </u>		0%	8,600.0
11	O&M SUBMISSION	3,334.00	5 100 () 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	La villa			0%	3,334.0
12		3,333.00			5 2 <u>4</u> 6		0%	3,333.0
13	WARRANTEE SUBMISSION	3,333.00		The second second	1. 2 No. 3		0%	3,333.0
13	COMMISSIONING SUPPORT	3,500.00			Vo an _		0%	3,500.0
1.4	TRAINING	1,500.00			5 P P 1		0%	
14							070	1,500.0
15	DIVISION-2 EXISTING CONDITIONS				17.76		, .	
16	SAWCUTTING DUCT HOLES-LABOR	35,000.00	35,000.00			35,000.00	100%	
17	CORE BORE REFER/CONDENSATE LINES-LABOR	35,000.00	35,000.00	a party to		35,000.00	100%	
18			22,000.00			33,000.00	100%	
19	DIVISION-5 METALS							
20	STRUCTURAL STEEL-SHOP DRAWINGS	5,000.00	5,000.00			5,000,00	1000/	
21	STRUCTURAL STEEL-MATERIAL	25,000.00	25,000.00			5,000.00	100%	
22	STRUCTURAL STEEL-LABOR	25,000.00	25,000.00			25,000.00	100%	-
23		25,000.00	23,000.00		-	25,000.00	100%	
24	DIVISION-6 WOOD, PLASTICS AND COMPOSITES						the state of	
25	ROUGH CARPENTRY-MATERIAL	5,000.00	1,500.00	1 500 00		2 000 00		
26	ROUGH CARPENTRY-LABOR	5,000.00	1,500.00	1,500.00		3,000.00	60%	2,000.00
27		5,000.00	1,300.00	1,500.00		3,000.00	60%	2,000.0
28	DIVISION-7 ROOFING			111111111111111111111111111111111111111				
29	ROOFING-MATERIAL	100,000.00	10,000,00	70.000.00		1 2 2	1 1000	
30	ROOFING-LABOR	125,000.00	19,000.00	50,000.00		69,000.00	69%	31,000.00
31		123,000.00	18,000.00	57,000.00		75,000.00	60%	50,000.00
32	DIVISION 23-HVAC							
33	MECHANICAL DEMO	17,000,00				2.5		
34	TESTING, ADJUSTING, BALANCING	17,000.00	9,000.00	· · · · · ·		9,000.00	53%	8,000.00
35	HVAC INSULATION-MATERIAL	7,800.00		·			0%	7,800.00
	HVAC INSULATION-LABOR	45,000.00	25,000.00	6,000.00		31,000.00	69%	14,000.00
	MISSERTION-LABOR	45,000.00	24,000.00	6,000.00	4 4 4	30,000.00	67%	15,000.00

37	BUILDING CONTROLS WIRING ROUGH-IN MATERIAL	38,800.00					7. 30	
38	BUILDING CONTROLS - VALVES	35,000.00				H .	0%	38,800.00
39	BUILDING CONTROLS WIRING ROUGH-IN LABOR	40,000.00		•			0%	35,000.00
40	BUILDING CONTROS - VALVE INSTALLATION		1 - 1 - 1 - 1				0%	40,000.00
41	BUILDING CONTROLS - PROGRAMING / START-UP	15,000.00	I				0%	15,000.00
42	VRF TEMPERATURE CONTROLS ENGINEERING/SUBMITTALS	10,000.00		State of the same			0%	10,000.00
43	VRF TEMPERATURE CONTROLS ROUGH-IN-MATERIAL	10,000.00	2,500.00		-	2,500.00	25%	7,500.00
44	VRF TEMPERATURE CONTROLS ROUGH-IN-LABOR	45,000.00	45,000.00	1. *		45,000.00	100%	-
45	VRF TEMPERATURE CONTROLS-PROGRAMMING	45,000.00	40,000.00	1	_	40,000.00	89%	5,000.00
46	VRF UNITS-MATERIAL	15,000.00	•	'and 'y along			0%	15,000.00
47	VRF UNITS-LABOR	120,000.00	120,000.00	AND A STATE OF		120,000.00	100%	,000.00
48	VRF #9	55,000.00	55,000.00		- 1	55,000.00	100%	A SA ELEN
49	VRF CONDENSING UNITS-MATERIAL	37,000.00	31,000.00	6,000.00	<u>-</u>	37,000.00	100%	
50	VRF CONDENSING UNITS-MATERIAL VRF CONDENSING UNITS-LABOR	80,000.00	80,000.00		- 1	80,000.00	100%	
51	DOA/RTU 1 CURBS-MATERIAL	19,000.00			W		0%	19,000.00
52	DOA/RTU I CURBS-IMA TERIAL DOA/RTU I CURBS-LABOR	18,000.00		18,000.00		18,000.00	100%	12,000.00
53		15,000.00			A 6. 2 3	-	0%	15,000.00
54	DOA MATERIAL DOA LABOR	211,000.00	A STATE OF	1 1			0%	
55		20,000.00	1, 1111	1 2 2 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4		- 1	0%	211,000.00
56	RTU MATERIAL	111,500.00	40,000.00	71,500.00		111,500.00	100%	20,000.00
	RTU LABOR	8,300.00		- 1,000.00	<u> </u>	111,500.00	0%	- B 200 00
57	PIPE HANGERS-MATERIAL	35,000.00	33,000.00			33,000.00	94%	8,300.00
58	PIPE HANGERS-LABOR	45,000.00	41,000.00			41,000.00		2,000.00
59	REFRIGERANT PIPING-MATERIAL	125,000.00	124,000.00			Married Married Co.	91%	4,000.00
60	REFRIGERANT PIPING-LABOR	125,000.00	115,000.00			124,000.00	99%	1,000.00
61	DUCTWORK SHOP DRAWINGS	10,000.00	10,000.00	No. 10 10 10 10 10 10 10 10 10 10 10 10 10	· · · · ·	115,000.00	92%	10,000.00
62	DUCT ROOF RAILS/STANDS-MATERIAL	20,000.00	10,000.00	18,000.00		10,000.00	100%	
63	DUCT ROOF RAILS/STANDS-LABOR	20,000.00		16,000.00		18,000.00	90%	2,000.00
64	OA INTERIOR DUCTWORK-MATERIAL	80,000.00	80,000.00	10,000.00		16,000.00	80%	4,000.00
65	OA INTERIOR DUCTWORK-LABOR	80,749.00	B N N SONES OF	Arra Traile	-	80,000.00	100%	
66	DUCTWORK FOR VRF-MATERIAL	76,000.00	80,749.00	*		80,749.00	100%	
67	DCUTWORK FOR VRF-LABOR	76,000.00	76,000.00	4		76,000.00	100%	1 2 2 3
68	DUCTWORK ROOF-MATERIAL	50,000.00	72,000.00	-	- 15-	72,000.00	95%	4,000.00
69	DUCTWORK ROOF-LABOR	The second of th		30,000.00		30,000.00	60%	20,000.00
70	DUCTWORK RTU-2 MATERIAL	48,500.00		28,000.00		28,000.00	58%	20,500.00
71	DUCTWORK RTU-2 LABOR	10,000.00				. =	0%	10,000.00
72	2 Libor	10,000.00	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		-		0%	10,000.00
73	DIVISION 26 - ELECTRICAL		to the second					L Luis C
74	ELECTRICAL DEMO/DISCONNECT-LABOR		To person to be			4 1 1		
75	CONDUIT-MATERIAL	10,000.00	2,000.00	-		2,000.00	20%	8,000.00
76	CONDUIT-LABOR	20,000.00	11,500.00			11,500.00	58%	8,500.00
77	POWER WIRING-MATERIAL	30,000.00	15,000.00	- A -	, and a second	15,000.00	50%	15,000.00
78	POWER WIRING-LABOR	40,000.00	12,000.00			12,000.00	30%	28,000.00
	PANELBOARD-MATERIAL	30,000.00	8,000.00			8,000.00	27%	22,000.00
	PANELBOARD-LABOR	30,000.00	V 100 100				0%	30,000.00
81	TAMELDOAND-LABUK	10,000.00					0%	10,000.00
	DIVISION 28 EL ECEDONIC SA DEST		Marie A					10,000.00
83	DIVISION 28-ELECTRONIC SAFETY AND SECURITY							
	DUCT SMOKES-MATERIAL	1,000.00			_ 1 S_ 1 S_		0%	1,000.00
85	DUCT SMOKES-LABOR	1,000.00			1100		0%	
00		2 6 7	- ·				070	1,000.00

TOTAL	2,673,520.00	1,544,220.00	309,500.00	-	1,853,720.00	69%	819,800.00
CHANGE ORDERS CO#1 - Deduct Construction Managers Allowance	(200,514.00)	(200,514.00)			(200,514.00)		-
TOTAL CHANGE ORDERS	(200,514.00)	(200,514.00)	<u>-</u>	_	(200,514.00)	0%	-
GRAND TOTALS	2,473,006.00	1,343,706.00	309,500.00		1,653,206.00	67%	819,800.00







INVOICE SUMMARY FORM



Town of Ledyard Juliet W. Long HVAC Improvements Monthy Invoice Packet 10/6/25

Company / Vendor Name	Number	Date		Amount
The Nutmeg Companies, Inc.	3	09/30/25	\$	294,025.00
Friar Architecture Inc.	2023-121A-11	09/30/25	\$	24,540.00
Materials Testing Inc.	26566	08/31/25	\$	1,324.50
Colliers Project Leaders	N/A	00/01/20	Ψ	1,324.00
		Legenth etc.		
		2 2 1 1		
			- 11	
			-	
			1 1	
			100	
		Totals	\$	319,889.50
NOTE: Where discrepancies exist between amount shown on govern.	cover sheet and the actual			
Owners Approval				
Joe Gush	Chair - PMBC			
ood Gushi	Chair - PMBC			Date
Name	Title			Date
Colliers Approval				Date .
Charles. E. Warrington, Jr., P.E.	Colliers Project M	lanager		Date

INVOICES



741 Colonel Ledyard Highway Ledyard, CT 06339-1511

File #: 25-2609 **Agenda Date:** 10/6/2025 **Agenda #:** 9.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

MOTION to approve L&W Supply Corporation Inv# 148506-001 dated 8.25.2025 in the amount of \$12,886.16 for JWL HVAC Project.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Finance Director Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:



L&W SUPPLY L&W Supply Corporation 1 ABC Parkway Ste 941 Beloit, WI 53511 http://www.lwsupply.com

INVOICE

148506-0001			
1015109492-001			
08/25/25			
Wayne			
09/30/25			
12,886.16			
12,886.16			

130 1 MB 0.672 E0124 I0229 D14562710850 S2 P10882540 0002:0002

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TOWN OF LEDYARD CT 741 COLONEL LEDYARD HWY LEDYARD CT 06339-1511

Ship To: 0001 JULIET LONG 1854 RT 12 GAYLES FERRY, CT 06339

Ship Via	Order Type	Order Date	Ship Date	Sales Agent	Orde	ed By	R	eference		Job	
OBR	DELIVERY	08/22/25	08/22/25	House - 7995			_				
Shipping Branch	7523 Provide	nce, RI (401)	946-1110		1						
Item Code		Item De	scription		Quantity Ordered	Quantity Shipped	UOM	Extended Quantity	Price UOM	Price Per UOM	Extended Price
USG2210	5/8" x 2' x 2' l #2210	USG Radar S	Q 64SF Whi	te 16/CT	102	102	СТ	6.528	MS	1,020.000	6,658.56
EZCS121215	15/16" x 1-1/2 Intermediate #EZCS12121	Duty Classic			5	5	СТ	1.200	ML	785.000	942.00
EZCS41212	15/16" x 1-1/2 White 60/BX			Tee Classic	16	16	СТ	3.840	ML	785.000	3,014.40
EZCS21212	15/16" x 1-1/2 White 60/BX			Tee Classic	16	16	СТ	1.920	ML	785.000	1,507.20
M7	7/8" x 7/8" x 40/BX #M7	12' USG Doni	n Wall Angle	Flat White	2	2	СТ	0.960	ML	650.000	624.00
12HW12140	12' Hanger W	/ire 12ga 140	/PC		1	1	BD	1.000	BD	140.000	140.00
	SUBTOTAL										12,886.16
	Sales Tax										0.00
	Original Quo	ote: 10149287	'07								
NET 30TH of Following	Month			L&W Suppl P.O. Box 4	ly Corporati		o:		PAYA	TAL BLE IN DLLARS	12,886.16

VIEW AND PAY ONLINE:

https://lwsupply.billtrust.com

ENROLLMENT TOKEN:

QPP SGT MGF

ACCOUNT #:

148506-0001

L&W IS A DISTRIBUTOR AND MAKES NO PRODUCT WARRANTIES. L&W DISCLAIMS ALL EXPRESS AND IMPLIED WARRANTIES INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. All sales are made solely pursuant to L&W's terms and conditions of sale, which can be accessed at https://lwsupply.com/help/terms-of-sale and are available upon request from your local branch. Note: Seller's terms contain indemnification provisions and warranty limitations and damage disclaimers that are binding upon Buyer. All other terms and conditions are expressly rejected. By accepting the above materials, you agree to L&W's terms and conditions. Seller represents that with respect to the production of the articles and/or the performance of the services covered by this invoice, has fully complied with section 12(A)of the Fair Labor Standards Act of 1938 as amended. LATE PAYMENT CHARGE: All accounts past due will be subject to a monthly late payment charge. not to exceed the maximum allowable by state or federal law. When you provide a check as payment, you authorize us either to use this information from your check to make a one-time electronic fund transfer(EFT) from your account or to process the payment as a check transaction. For inquiries, please call the number provided on the invoice.



741 Colonel Ledyard Highway Ledyard, CT 06339-1511

File #: 25-2610 **Agenda Date:** 10/6/2025 **Agenda #:** 10.

FINANCIAL BUSINESS REQUEST (FBR)

Motion/Request:

MOTION to approve AUDET Construction & Sons Invoice dated 8.20.2025 in the amount of \$4,950.00 for JWL HVAC Project.

Background:

(type text here)

Department Comment/Recommendation:

(type text here)

Finance Director Comment/Recommendation:

(type text here)

Mayor Comment/Recommendation:

AUDET S CONSTRUCTION S

DBA BALLOU HOME IMPROVEMENT

LOCAL EXPERIENCED CARPENTER SINCE 1985 LICENSED & INSURED • FREE ESTIMATES

CUSTOMER: JULIET LONG SCHOOL (WAYNE DOWNLDSON) JOB INVOICE #:
ADDRESS: 1854 Ct-12 GALES FERRY Cf. DATE: AUG ZO ZOZS
PHONE:

DESCRIPTION OF WORK

BEND FOURTEEN PLOZES OF ALUM, COILSTOLK to Specific Sizes to fit school project. PIECES ARE 12' LONG. 56 PIECES WERE MADE.

MPTEPUPUS \$ 1950,00

LABOR \$ 3000.00

TOTAL 4950.00

Thank You

Customer signature: Date: Date: Date: AUG 20 707

BALLOU HOME IMPROVEMENT
HALF UPON START DATE • BALANCE DUE UPON COMPLETION
KEN AUDET 413-250-7663



741 Colonel Ledyard Highway Ledyard, CT 06339-1511

Agenda #: 11. File #: 25-2448 **Agenda Date: 10/6/2025**

AGENDA REQUEST GENERAL DISCUSSION ITEM

Subject:

Approval of RFP for Commissioning Agent services.

Background:

(type text here)

Department Comment/Recommendation:



HVAC Upgrades at Juliet W. Long Elementary School Town of Ledyard

Request for Qualifications/Proposal for Professional Services

Commissioning Agent

RFQ/P Issue Date: October 8, 2025

Sealed proposals are Due no later than October 29, 2025, by 2:00 p.m.

A total of nine (9) original copies and one digital copy (thumb drive) of each Commissioning Agents proposal must be received at the following location on or before 2:00 p.m. September 30, 2025, in accordance with the process identified in Section 5.

Response shall be submitted to:

Mr. Matthew Bonin Finance Director Town of Ledyard 741 Colonel Ledyard Highway Ledyard, CT 06339

Questions regarding this request for proposals should be directed to Mr. Matthew Bonin, Finance Director, Town of Ledyard, Email; finance.director@ledyardct.org, and Mr. Charles Warrington, Director of Project Management, of Colliers Project Leaders. Email: Charles.warrington@collierseng.com must be submitted by September 22, 2025 by 2:00 p.m. If required, an addendum will be posted by Tuesday, September 23, 2025 by 2:00 p.m.

Any addenda will be posted by The Town of Ledyard on the Town's and DAS web site. All firms are responsible to check the websites where the RFQ/P has been posted and are required to download all addenda.

1. PROJECT DESCRIPTION

1.1 Introduction

The Town of Ledyard, Connecticut ("Town") invite qualified firms and individuals to provide comprehensive Qualifications and Proposals for comprehensive commissioning services associated with the construction phase of the HVAC systems upgrades at Juliet W. Long Elementary School located at 1854 Route 12, Gales Ferry, CT 06335, (the "Project"). The

Permanent Municipal Building Committee (PMBC), appointed by the Town Council, will be overseeing this Project. The work shall be performed in cooperation with the Town, the project designer, Friar Associates, the Owner's Project Manager, Colliers Project Leaders, and the contractors, Nutmeg Companies, Inc.

This solicitation is a combined Request for Qualifications ("RFQ") and a Request for Proposals ("RFP") for the Commissioning Agent (CxA) Services necessary for the Project. This RFQ/P has been publicly advertised. Proposers are required to respond to both the RFQ and RFP sections in accordance with the requirements set forth below.

Interested parties should submit a proposal in accordance with the requirements and directions contained in this RFQ/P. Proposers are prohibited from contacting any Town employee, officer or official concerning this RFQ/P, except as set forth in Section 4. A proposer's failure to comply with this requirement may result in disqualification.

If there are any conflicts between the provisions of these standard instructions to proposers and any other documents comprising this RFQ/P, these standard instructions to proposers shall prevail.

2. PROJECT BACKGROUND

2.1 Basic Project Description

The Project details include an extensive HVAC upgrade to the existing Juliet W. Long Elementary School that is approximately 37,500 square feet. The work consists of installing new DOAs (Dedicated Outside Air Units), RTUs (Roof top Units), VRF Condensing Units and Heat Pumps in each of the classrooms. The existing boilers and hot water pumps will remain.

Distribution ductwork from the DOAs will be located on the roof with roof penetrations to ductwork that serves the classrooms. A new building automation system will be installed as part of the project as well. For security purposes, contract documents will be provided to principal firms only upon request. Such requests shall be submitted to Charles Warrington at Charles.warrington@collierseng.com.

2.2 Project Schedule

Construction commenced in June 2025 with an anticipated completion in Summer 2026. See enclosed schedule dated July 16, 2025. Start-up of the VRF, DOA and RTUs are scheduled during April break 2026 (April 13th though April 17th). Final testing, air balancing and final commissioning will occur after school recesses for the summer.

3. SCOPE OF SERVICES

3.1 Professional Services

The CxA services must be provided with the highest level of professional skill, care, and judgment and in compliance with all federal, state, and local requirements. Because the Project is partially funded by the State of Connecticut, the selected CxA is to meet the requirements and conditions imposed by the state.

The Scope of Services ("Services") for the Project is described in Attachment A.

4. RFQ/P TIMELINE

4.1. Request for Proposals Issued

4.2. Non-Mandatory Site Visit

4.3. Questions Due Date

4.4. Addendum Posted

4.5. Proposal Due Date

4.6. Estimated CxA interviews (if applicable)

4.7. Estimated Award Date

October 8, 2025

October 15, 2025, 3:30 p.m. October 20, 2025, by 2:00pm

October 22, 2025

October 29, 2025, by 2:00pm

November 13, 2025 November 18, 2025

5. PROCESS

5.1 Responses to the RFQ and RFP

Proposers must respond to both the RFQ and RFP however such responses must be submitted in separate sealed envelopes clearly marked with the name of the Proposer and the words "Response to RFQ - Juliet W. Long HVAC Upgrades – CxA" and "Response to RFP, Juliet W. Long HVAC Upgrades – CxA", as applicable.

The response to the RFQ must not contain any information pertaining to the fees or costs for the Project. Responses that are not submitted in this manner will be rejected.

Responses must be received no later than the submission deadline set forth above by 2:00p.m. to Mr. Matthew Bonin, Finance Director, Town of Ledyard, 741 Colonel Ledyard Highway, Ledyard, CT 06339. Bids will be opened at the Ledyard Town Hall Annex (behind the town hall).

Responses must be submitted in hard copy. <u>Facsimile (FAX) or emailed proposals will not be accepted by the Town under any circumstances.</u>

5.2 Evaluation and Selection

Evaluation of responses to the RFQ/RFP and the selection of the Contract awardee will be the responsibility of the PMBC. The PMBC may reject any or all proposals for any reason as the PMBC deems appropriate.

The evaluation and selection process will take place in two stages.

First, the PMBC will review all responses to the RFQ and, based on those responses and the Qualification Criteria described below, the PMBC will identify all proposers which are determined by the PMBC to be responsible qualified proposers (the "Qualified Proposers").

Second, the PMBC will open and review the responses to the RFP submitted by the Qualified Proposers. Responses to the RFP submitted by proposers who are not Qualified Proposers will be returned unopened to the submitting proposers. The PMBC will evaluate the responses to the RFP submitted by the Qualified Proposers and determine the "four most responsible qualified proposers" using the Qualification Criteria and the Proposal Criteria set forth below in Sections 6 and 7, respectively, giving due consideration of the Qualified Proposer's pricing for the Services as well as Qualified Proposer's (i) experience with work of similar size and scope as required for the Project, (ii) organizational and team structure for the Project, (iii) past performance data, including, but not limited to, adherence to Project schedules and Project budgets and the number of change orders for Projects, (iv) the approach to the work required for the Project, and (v) documented contract oversight capabilities. The Contract will be awarded to one of the "four most responsible qualified proposers" after consideration of all of the foregoing.

In its review of responses to this RFQ/RFP and selection of the Contract awardee, the PMBC will be guided by the selection of the Contract awardee that would best serve the interest of the PROJECT. The PMBC reserves the right to negotiate with one or more of the "four most qualified proposers" and to accept modifications to the scope of services and fees proposed when such action would be in the best interest of the Town but only to the extent that such actions would not constitute a failure to comply with any applicable state statutes.

If determined to be warranted by the PMBC, the PMBC may conduct interviews of some or all of the Qualified Proposers to assist the PMBC in the selection process. Included in the PMBC's request that a Qualified Proposer participate in an interview, the PMBC will provide the name(s) of the member(s) of the PMBC who will conduct the interview and the date by which the Qualified Proposer must submit an affidavit disclosing its relationship(s) with the interviewer(s) or confirming that it has no relationship(s) with the interviewer(s). The names of interviewers will be released solely to enable the Qualified Proposer to prepare the affidavit and neither the Qualified Proposer nor its representatives shall directly or indirectly contact the interviewer(s) prior to or following the interview process.

The submission of responses to this RFQ/RFP constitutes a declaration by the submitting proposer that no person or persons other than members of proposer's own organization are interested in the Project or in the Contract proposed to be awarded; that the submission is made without any connection with any other person or persons making a proposal for the same services and is in all respects fair and without collusion or fraud; that no persons acting for or employed by the BOE or the Town is directly or indirectly interested therein, or in the supplies or works to which it relates or will receive any part of the profit or any commission therefrom in any manner which is unethical or contrary to the best interests of the Town.

5.3 Evaluation Criteria

Firms meeting the desired qualification set forth above and complying with the requirements of this RFP will be evaluated based on the following evaluation criteria:

CRITERIA	POINTS
Relevant Project Experience	30
Project Team Qualifications	30
Project Approach	25
Fee Proposal	15
Total Possible Points	100

5.4 Form of Contract

The Town intends to use, and the Contract awardee will be expected to execute, a contract that is in form acceptable to the Town.

5.5 Town's Right to Withdraw/Reject

The Town reserves the rights to amend or terminate this RFQ/RFP, accept all or any part of a response, reject all responses, waive any informalities or non-material deficiencies in a response, and award the Contract to the proposer that, in the Town's judgment, will be in the Town's best interests.

6. REQUESTS FOR QUALIFICATIONS

6.1. Qualification Criteria

The Town will identify those proposers that the Town deems to be Qualified Proposers based on the criteria below (the "Qualification Criteria")

- 1. The proposer is a legal entity properly licensed or registered under the laws of the State of Connecticut to perform the services that are the subject of this solicitation and is otherwise authorized to do business in the State of Connecticut.
- 2. The proposer has adequate experience in providing the Services, generally, and, in particular, has adequate experience in the past five years performing such Services, including on projects that conform to the Connecticut High Performance Building Standards.
- 3. The proposer has acted as the principal CxA for at least five projects of comparable size, type and scope.
- 4. The proposer has extensive experience in the operation and troubleshooting of HVAC systems and energy management control systems, and is able to demonstrate an adequate level of performance on past projects, including without limitation, adherence to project schedules and project budgets and the satisfaction of past owners with such performance
- 5. The proposer has adequate experience dealing with the Connecticut Department of Administrative Services' (DAS) and Department of Education's (DOE) reimbursement process and with the preparation of the related documentation that must be filed to secure state reimbursement.
- 6. The proposer has extensive field experience, with a minimum of five full years in this type of work.
- 7. The proposer is knowledgeable in building operation and maintenance ("O&M") and O&M training.
- 8. The proposer is knowledgeable in the testing and balancing of both air and water systems.
- 9. The proposer has experience in energy-efficient systems and control strategy optimization.
- 10. The proposer has demonstrated experience with total building commissioning approach.
- 11. The proposer has excellent verbal and written communication skills and is highly organized and able to work with both management and trade contractors.
- 12. The proposer has experience in writing commissioning specifications.
- 13. It is preferred that the proposer has at least a project manager or project engineer, who will be assigned to this Project, who have a bachelor's degree in mechanical or electrical engineering and a P.E. license. However, other technical training, past commissioning, and field experience will be considered as a substitute.
- 14. It is preferred that the proposer has membership and certification as a Certified Commissioning Professional with the Building Commissioning Association, or equal, but it is not required.
- 15. The proposer's staff proposed to be assigned to the Project ("Project Team") has satisfactory qualifications and experience on past projects of similar size and scope of this Project and can demonstrate that they have performed satisfactorily on past projects to the satisfaction of the owners.
- 16. The number, context, and, where applicable, outcomes ,of claims, disputes, arbitration, and litigation proceedings involving the proposer are acceptable.
- 17. The required expertise for this Project will be based on the skill and experience set of the full team making the proposal. A member of the prime firm will be the Project Manager who is the member of the team that will coordinate the commissioning activities from the technical perspective. This party may not necessarily be the team's overall project or contract manager. The commissioning agent must have significant in-building commissioning experience, including technical and management expertise on projects of similar scope. If the commissioning agent or prime firm does not have sufficient skills to commission a specific system, the prime firm shall subcontract with a qualified party to do so. Subcontractor qualifications shall be included and clearly designated in the response to this scope of work.

Submission Requirements

Each proposer will be evaluated using the above Qualification Criteria. To assist and expedite this evaluation, each proposer must provide the following information in the order listed below:

1. Executive Summary

Please provide a narrative history of your firm and its relevant commissioning experience, including why such proposer is the best professional for these Services. In this Executive Summary, provide a brief general description of proposer's business, the number of years in business, the number of personnel employed, and whether the proposer is a subsidiary of another entity, providing the name of that other entity.

2. Relevant Project Experience

Reference a minimum of five relevant commissioning projects of similar type and scale
to this scope. Include project name; location; brief description; and total square
footage' a list of systems commissioned; whether completed on time and on budget,
and if not, why; and a client reference.

3. Proposed Project Team

- Provide an organization chart and resumes for all key personnel. For each of the key personnel provide a resume that provide the following information:
 - Relevant background, credentials and experience with specific projects of comparable nature and scope.
- Clearly defined roles and responsibilities as well as estimated time commitment to this Project.

4. Project Approach

 Include your project understanding, approach and methodology, and key elements and factors which differentiate your firm from your competition.

5. Claims and Disputes

 Indicate whether any claims, disputes, arbitration or litigation proceedings have occurred on any of your projects within the last five years. If so, identify the opposing parties and give the status of each.

7. REQUESTS FOR PROPOSALS

7.1 Proposal Criteria

The Proposal Criteria includes the following:

- 1. The proposer's fee proposals submit Attachments B & C.
- 2. The proposer's proposed schedule
- 3. The level of financial stability of the proposer.
- 4. The level of the proposer's insurance coverage demonstrating it meets the town insurance requirements.
- 5. The degree of resources of the proposer that will help facilitate the Project.

7.2 Content of Response to RFP

Please provide the following information in the order listed below:

- 1. A fee proposal in accordance with Attachment B.
- 2. The hourly rates with Attachment C.

8. RIGHT OF REJECTION AND CLARIFICATION

The Town reserves the right to reject any and all proposals and to request clarification of information. The Town is not required to accept the lowest fee proposal nor is it obligated to enter into an agreement on the basis of any proposal submitted in response to this document.

9. INSURANCE REQUIREMENTS

Prior to the execution of the contract for the Project, the Board will require the Contract awardee to provide to the Board, a certificate of insurance (Accord or other approved format) evidencing the following insurance coverage:

The minimum insurance requirements for the Project are described in Attachment D.

The liability insurance coverages shall be primary and noncontributory. The total liability limits may be accomplished with a combination of primary and excess coverage, if necessary.

The certificate of insurance shall reflect that the Board and the Town of Ledyard are named as an additional insured as to the General Liability and Automobile Liability insurance. If requested by the Board, the Contract awardee shall provide a copy of the endorsements to such policies evidencing the required additional insured status. Any sub-consultant to a Contract awardee shall be likewise covered, and the Contract awardee shall furnish certificates of coverage acceptable to the Board before staring work.

10. ADDITIONAL INFORMATION

- 10.1 The Town prohibits the harassment and discrimination on the basis of race, color, religious creed, age, marital or veteran status, national origin, sex, ancestry, sexual orientation, or past or present physical or mental disability in accordance with titles VI, VII of the Civil Rights Act of 1064, Title IX of the Education Amendments Act of 1973, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1991 and applicable state laws.
- 10.2 The PMBC will be governed by the applicable Connecticut General Statutes governing State assistance.
- 10.3 The PMBC reserves the sole and absolute right to reject the proposal of any proper services which, in its opinion, does not meet the standard or quality established by this RFQ/RFP.
- 10.4 Proposal that are conditional or qualified shall be rejected.

If it becomes necessary to revise any part of this RFQ/RFP or if additional data is necessary to enable interpretation by purposes of provisions of this RFQ/RFP, revisions or addenda will be posted on the Town's website and the State Contracting Portal.

11. INDEPENDENT CONTRACTOR

The commissioning agent shall be and operate as an independent contractor in the performance of the commissioning services. The commissioning agent shall have complete charge of the personnel proposed as part of its team, and all persons employed by the commissioning agent shall be employees of said commissioning agent and not employees of The Town in any respect.

12. COMPLIANCE WITH LAWS

The commissioning agent shall comply with all applicable laws, bylaws and regulations, Federal, State, and any political subdivision thereof, including but not limited to, unemployment and workers' compensation, occupational safety, equal employment and affirmative action and wage and price laws insofar as applicable to the performance of the contract.

13. SUB-CONTRACTORS

The selected CxA shall not subcontract any of its Work or Services to be performed to others without the express prior written consent of the Town.

14. NONDISCLOSURE

The commissioning agent agrees that it will not divulge to third parties, without the written consent of the Owner, any information obtained from or through the Owner, Architect or others in connection with the Project, except to the extent necessary to carry out the comply with this RFP.

15. SUBMISSION DEADLINE

A total of nine (9) original copies and **one digital copy** (thumb drive) should be sent to the address below and received by 2:00pm on September 30, 2025.

Response shall be submitted to:

Mr. Matthew Bonin Finance Director Town of Ledyard 741 Colonel Ledyard Highway Ledyard, CT 06339

ATTACHMENTS

Attachment A - Scope of Services

Attachment B - Fee Proposal - Fee Breakdown Form - Elementary School Project

Attachment C - Hourly rate for additional services

Attachment D – Insurance Requirements

Attachment E - Macro Schedule

Attachment F – Re-Bid Documents for Juliet W. Long Elementary School HVAC Replacement dated 2/17/2024. *Note: Re-bid was in 2025.* (Upon request from principal firms only)

Attachment A - Scope of Services

The Commissioning Agent (CxA) will plan, manage, perform and report on the commissioning activities, utilizing the reporting formats and standardized forms provided by the CxA whenever required. The CxA will submit deliverable reports to the Owner's Representative along with the Town of Ledyard, the design team, and the contractor according to a project schedule set by CxA and agreed upon by Owner, Contractor and Colliers. It is extremely important that all commissioning tasks be conducted in a transparent manner and involve the building engineer and operations staff to the greatest degree possible.

The management structure is traditional design/bid/build with full design documents and specifications developed by an architectural/engineering firm. The owner's primary construction representative on-site will be provided by the separately contracted services of a general contractor and owner's representative. The commissioning agent will be hired by and report directly to the Owner.

Commissioning Agent Responsibilities by Phase

Commissioning is required as one quality measure of the construction of this building in order to assure that the final building meets the original intent of the Owner's design. The proposer is free to suggest changes and improvements to this process. Following is a summary of the commissioning process and scope of work the Owner requests for this project.

A. Commissioning Process During the Construction Phase

During the construction phase, the CxA will coordinate and direct commissioning activities in a logical, sequential and efficient manner using consistent protocols, clear and regular communications and consultations with all necessary parties, frequently update timeline, schedules, and technical expertise. The commissioning process activities accomplished by the CxA during the construction phase include:

- 1. Review of bid documents including addenda thereto.
- 2. Develop construction phase commissioning plan and integrate with overall schedule. Organize the commissioning process components and conduct a commissioning kick-off meeting where the commissioning process requirements are reviewed with the commissioning team including the Owner, contractor and design team.
- 3. Review approved submittals.
- 4. Coordinate and lead an integrated controls meeting.
- 5. With necessary assistance and review from the installing contractors, develop and write construction checklists. Submit to Contractor and Owner for approval.
- 6. Perform monthly site visits, as necessary, to observe component and system installations. Accomplish a statistical review of construction focusing on the owner's design intent and

the quality process. Coordinate field visits to attend planning and job-site meetings during the same visit to obtain information on construction progress. Review construction-meeting minutes for revisions/substitutions relating to the Owner's design intent. Assist in resolving any discrepancies. Document construction checklist completion by reviewing completed construction checklists and by selected site observation. Sampling Rate per Table 1 provided at the end of this section.

- 7. Verification: Perform checks and tests to confirm that all components, equipment, systems, and interfaces between systems operate in accordance with the contract documents. This shall include all operating modes, interlocks, control responses, and all specified emergency responses. Any deficiencies shall be documented and corrected by the responsible party and re-tested until accepted.
- 8. Functional Performance Testing (FPT): Functional performance testing to progress from tests of individual components to tests of the overall systems that contain these pieces of equipment. Commissioning agent to develop all written functional test procedures.
- 9. Testing, Adjusting, and Balancing (TAB): Review TAB reports for any readings more than 10% off of design airflow.
- 10. Attend project meetings and conduct commissioning team meetings, coordinated with project meetings, as necessary to plan, develop the scope, coordinate, schedule activities and resolve problems.
- 11. Document systems startup by reviewing start-up reports and by selected site observation.
- 12. With necessary assistance and review from installing contractors, write the functional test procedures. Submit to A/E and Owner for review and approval.
- 13. Oversee and document the execution of the functional performance tests by the contractors.
- 14. Coordinate retesting, as necessary, until satisfactory performance is achieved. Retesting beyond one day will be at the expense of the contractors.
- 15. Maintain a master issues log and a separate testing record. Provide to the CM/Contractor and Owner with written progress reports and test results with recommended actions.
- 16. Review the Operations and Maintenance Manuals developed by the Contractors.
- 17. Reviews the Systems Manual developed by the Contractors.
- 18. Review training plans and program developed by the Contractors, recommend preapproval, and verify that the training is provided.
- 19. Complete the final commissioning process report to include:
 - Evaluation of the operating condition of the facility.
 - b) Deficiencies that were discovered and measures taken for correction.
 - c) Uncorrected deficiencies that were accepted by the owner.
 - d) Functional tests and procedures.
 - e) Reports that document all field commissioning activities as they progressed.
 - f) A schedule of all deferred testing.
- 20. Commissioning agent to develop a preventative maintenance plan, to include the following:
 - a) Listing of all spare parts required to be kept in attic stock.
 - b) Listing of repair and maintenance issues, as well as frequency of maintenance.
 - c) Recommended parts required for maintenance.

- Recommendations for recalibration frequency of sensors and actuators by type and use.
- e) Instructional information on how to perform the repair and/or maintenance.
- f) Manufacture information for part selection and ordering.
- 24. Commissioning agent to manage the warranty period, as required within the specifications. CX agent to document any warranty issues, as they arise, and set forth a necessary plan of action to rectify the warranty situation.

C. Commissioning Process During the Post-Occupancy Phase

- Coordinate and supervise required opposite season or deferred testing and deficiency corrections and provide the final testing documentation for the Commissioning Record and O&M manuals.
- 2. Return to the site at 10-months into the 12-month warranty period. Review with facility staff the current building operation and the condition of outstanding issues related to the original and seasonal commissioning. Also, interview facility staff and identify problems or concerns they have with operating the building as originally intended. Make suggestions for improvements and for recording these changes in the O&M manuals. Identify areas that may come under warranty or under the original construction contract. Assist facility staff in developing reports and documents and requests for services to remedy outstanding problems.

D. The commissioning agent is not required to:

- Establish design concept, design criteria, compliance with codes, design or general
 construction scheduling, cost estimating, or construction management. The CxA may
 assist with problem solving or resolving non-conformance or deficiencies, but ultimately
 that responsibility resides with the general contractor and the design team. The CxA will
 report to the owner any deficiencies or discrepancies.
- 2. Review or approve change orders.

Table 1: Observation and Testing Requirements

Equipment or Systems	Sampling Rate
HVAC Systems All Equipment of the HVAC System installed as part of this project	
Boilers (existing but under new control)	100%
Pumps	100%
Rooftop Air Handling Units (RTU)	100%
Rooftop Dedicated Outside Air Units (DOA)	100%
Toilet and General Exhaust Fans	100%
VFDs	100%
Air Terminal Units (VAV, FCU, etc.)	100%
Ductwork	N/A
Piping	N/A
Building Automation System	100%
Sequence of operations	100%

Attachment B – Fee Breakdown Form

Juliet W. Long Elementary School HVAC Replacement

	TOTAL HOURS	TOTAL FEE
Construction Phase Services		
Update Construction Phase Cx Plan and integrate with overall		
project schedule and Lead Cx Kickoff meeting		
Review of Contractor Submittals, RFI's, Mtg. Minutes, Etc.		
Coordinate and lead Controls Integration Meeting		
Develop and Distribute Construction Checklists		
Project & Commissioning Coordination Meetings		
Field Visits to Verify Installation Checklists		
Verify Equipment Start Up		
Review and Verify TAB Reports		
Develop Functional Performance Test Procedures		
Oversee & Document Functional Systems Testing		
Coordinate Retesting (1 day)		
Develop & Maintain Cx Issue Log		
Review O&M Manual		
Review System Manual		
Verify Operator & Occupant Training		
Production of Final Cx Report		
	Subtotal	
Post-Occupancy Phase Services		
Coordinate and Witness Opposite Season & Deferred Testing		
Perform a Near Warranty End Review, Interview and Assistance		
•	Subtotal	
Project Reimbursable Expenses		
, i		
Grand Total, Fees & Expenses		
Orania Total, Tees & Expenses		
Normal Landau de la Decembra	5 (
Signed by Authorized Person	Date	
Title Title		

Attachment C – Hourly Rates

Juliet W. Long Elementary School HVAC Replacement

Hourly rates by staff member		
Staff designation (Note, proposers may submit rates on their published hourly rate schedule also.)	Hourly rate	

Attachment D - Insurance Requirements

Juliet W. Long Elementary School HVAC Replacement

• Insurance Requirements for Selected Firm

- The selected consulting firm shall be required to furnish a certificate of Insurance ensuring and evidencing the following minimum insurances coverage within five (5) days of receipt of Notice of Selection. These requirements are not meant to be a limitation of liability.
- Failure to maintain insurance coverage as required and to name and endorse the Town of Ledyard and Ledyard Board of Education as the Additional Insured per contract on a primary and non-contributory basis will be grounds for termination of the contract.
- Prior to the commencement of the work, and until final completion and acceptance of the work, the Consultant shall procure and maintain the following types of insurance and maintain all insurance coverage for the life of the contract, from an insurance company or companies with an A.M. Best rating of A-(IX) or better.
- o Insurance shall protect, hold harmless, defend and indemnify the Town of Ledyard & Ledyard Board of Education from all claims which arise from and may arise out of a result from the Consultant's obligations under this agreement, and from the performance of the Agreement whether caused by the contractor or by a subcontractor or any person or entity directly or indirectly employed by the Consultant or by anyone for whose acts said contractor may be liable.

• Commercial General Liability Insurance & Workers Compensation Insurance

Bodily Injury & Property Damage
 Personal & Advertising Injury
 General Aggregate Limit
 \$1,000,000 per occurrence
 \$2,000,000 per occurrence

(Other than products and completed operations)

Products and Completed Operations\$2,000,000 on a "per project aggregate basis

Such coverage will be provided on an occurrence basis and will be primary and shall not contribute in such a way to any insurance or self-insured retention carried by the Town of Ledyard. Such coverage shall contain a broad form contractual liability endorsement of similar working with the policy form.

Such policy shall name and endorse the Town of Ledyard & Ledyard Board of Education as Additional Insured per contact with respect to claims arising out of the Consultant's operations, completed operations and products by endorsement, ISO Form CG2010 and CG 2037.

Such policy shall be endorsed to contain a waiver of subrogation in favor of the Town of Ledyard. Such policy shall include coverage for the Consultant's sub-contractors, or any

person or entity directly or indirectly employed by said Consultant or by anyone for whose acts said Consultant may be liable.

• Commercial Automobile Liability Insurance

Consultant shall provide commercial automobile insurance for any owned autos (symbol 1 or equivalent) in the minimum amount of \$1,000,000 each accident covering bodily injury and property damage on a combined single basis. Such coverage shall also include hired and non-owned automobile coverage. Such Policy shall name and endorse the Town of Ledyard & Ledyard Board of Education as Additional Insured per contract.

Worker's Compensation Insurance

Consultant and Consultant subcontractors shall provide worker's compensation and employer's liability insurance that complies with the regulations of the State of Connecticut with the limits no less than \$1,000,000 each accident by bodily injury; \$1,000,000 each accident by disease; and a policy limit of \$1,000,000. Such policy shall be endorsed to contain a "waiver of our right to recover from other endorsement" in favor of the Town of Ledyard and the Ledyard Board of Education.

• Umbrella Liability Insurance

Consultant shall provide an umbrella liability policy in excess (without restriction or limitation). Such policy shall contain limits of liability, as a minimum, in the amount of \$10,000,000 each occurrence and \$10,000,000 in aggregate which may be amended during the term of the contract if deemed reasonable and customary by the Town of Ledyard. Any additional cost shall be at the sole cost and expense of the Consultant. Such Policy shall name and endorse the Town of Ledyard & Ledyard Board of Education as Additional Insured per contract.

• Errors/Omission: Professional Liability Insurance

Consultant shall provide certification of policy maintained for errors & omissions coverage (may be part of the Consultant's professional liability policy) with a limit no less than \$2,000,000 per claim and \$2,000,000 in aggregate. If written on a claims made basis, such insurance shall be maintained for no less than three years after completion of the work.

Certificates of Insurance

Prior to the issuing of any notice to proceed by the Town of Ledyard, the Consultant shall furnish the Town of Ledyard with satisfactory evidence that it and they have the insurance coverage set forth above said policies shall not be canceled or permitted to lapse until final completion and approval of the performance of the Agreement or work, as applicable, and shall contain a provision that the policy will not be canceled or changed until thirty (30) days after the Town of Ledyard has received written notice, by certified or registered mail, that the cancellation or change of such policy is contemplated. The Commercial General Liability, Automobile and Umbrella Liability shall be endorsed to name the Town of Ledyard and the Ledyard Board of Education as additional insureds on a primary and noncontributory basis per contract.

- i. The Consultant shall advise all of their insurers of the contract provisions regarding insurance. The failure of Consultant to notify insurers of the contract provisions shall not relieve the Consultant from its insurance obligations under this Agreement. Non-fulfillment of the insurance provisions shall constitute a breach of this Agreement, and the Town of Ledyard retains the right to stop work until proper evidence of insurance is provided.
- ii. If any of the required insurance is underwritten on a claims made basis, the retroactive date shall be prior to or coincident with the date of this Agreement and the Certificate of Insurance shall state the coverage is "claims made" and also the Retroactive Date. The Consultant shall maintain coverage for the duration of this Agreement. Any extended reporting period premium (tail coverage) shall be paid by the Consultant.
- iii. The Consultant shall require all sub-contractors to carry the insurance required herein. The Consultant shall cause all subcontractors agreement to name and endorse the Town of Ledyard and the Ledyard Board of Education as an additional insured on a primary and noncontributory basis per contract in addition to a waiver of subrogation in favor of Town and BOE and to provide certificates of insurance evidencing such coverage to the Town of Ledyard.
- iv. The above insurance requirements shall also apply to all sub-consultants and/or subcontractors to the company and the company shall not allow any sub-consultants and/or subcontractors to commence work until the sub-consultants and/or subcontractors insurance has been so obtained and approved.
- v. The above insurance requirements and certificate are subject to final approval by the Town's Insurance agent as to form and substance and could require changes in the types of coverage and limits. Consultant shall be liable for the actions and inactions of subcontractors and shall defend and indemnify the Town for, from and against all claims arising from subcontractors work in the event subcontractors do not comply with the terms of this RFP and contract, including but not limited to insurance requirements.

Indemnification

To the fullest extent permitted by law, The Consultant shall defend, indemnify and hold harmless the Town of Ledyard & Ledyard Board of Education and its agents and Employees from and against all claims, damages, judgements, losses and expenses,

including Attorney's fees arising out of, alleged to arise from or resulting from the performance of the work.

• Independent Contractor

All activities performed by the Firm and its agents, employees or representatives are, for all purposes under this Agreement, performed as an independent contractor and not as an employee of Town of Ledyard and Ledyard Board of Education and neither the Firm nor its employees shall be entitled to any benefits to which employees of Town of Ledyard and Ledyard Board of Education are entitled including, but not limited to, worker's compensation, overtime, retirement benefits, health care benefits, vacation pay or sick leave.



TOWN OF LEDYARD

741 Colonel Ledyard Highway Ledyard, CT 06339-1511

Agenda #: 1. File #: 25-1866 **Agenda Date: 10/6/2025**

AGENDA REQUEST GENERAL DISCUSSION ITEM

Subject:

Any Old Business proper to come before the Committee

Background:

(type text here)

Department Comment/Recommendation:

(type text here)



TOWN OF LEDYARD

741 Colonel Ledyard Highway Ledyard, CT 06339-1511

Agenda #: 1. File #: 25-1260 **Agenda Date: 10/6/2025**

AGENDA REQUEST GENERAL DISCUSSION ITEM

Subject:

Any New Business proper to come before the Committee

Background:

(type text here)

Department Comment/Recommendation:

(type text here)