



Project Leaders

A Division of Colliers Engineering & Design

Memorandum

Date: July 8, 2026

Subject: Juliet W. Long HVAC Upgrade Project Update

Dear Chairman Gush:

The Juliet W. Long HVAC Upgrade project commenced construction in June 2025 and has been progressing ahead of schedule, with an estimated completion date of August 2026. Nutmeg Companies, Inc. (NCI) is the general contractor responsible for the installation of the new system.

Current on-site activities include controls programming and system startup, commissioning of the Dedicated Outside Air (DOAS) units, testing, adjusting, and balancing (TAB) of the HVAC systems to optimize airflow, and preparation for final commissioning. Catalyst Commissioning Group is scheduled to return to the site this month to begin comprehensive commissioning of the completed systems.

The project is presently on track for final completion by August 7, 2026, with full project closeout targeted for September 1, 2026.

From a financial standpoint, the project is trending under budget by approximately \$489,000. Of this amount, an estimated \$24,000 is expected to be returned by Nutmeg Companies from unused allowances. All known project exposures have been accounted for in the current projected savings.

Sincerely,

Erica Pudvelis
Owner's Project Manager