



Project Leaders

INVOICE

Invoice Number	009262
Date:	Apr-30-2021
Due Date:	May-30-2021
Terms:	Net 30 Days

CUSTOMER	PROJECT
Oxford CT, Town of Oxford School Building Committee 486 Oxford Road Oxford CT 06478 United States of America Attn: Mr. George Temple	Oxford Middle School Cx PO Number:

DESCRIPTION	QUANTITY	RATE	INVOICE AMOUNT
Commissioning Services: Design & Bid Phase	0.00	0.00	0.00
Commissioning Services: Construction Phase	0.00	0.00	426.50
Commissioning Services: Post-Occupancy Phase	0.00	0.00	0.00
Commissioning Services: Expenses	0.00	0.00	0.00

Sales Total:	426.50
Sales Tax:	0.00
Total (USD):	426.50

MAIL PAYMENTS TO:

Colliers Project Leaders USA NE, LLC
135 New Rd
Madison, CT 06443
860-395-0055

EFT/ACH INFO:

Colliers Project Leaders USA NE, LLC
TD Bank
Acct #: 424-4045773
Routing #: 011103093

DOMESTIC WIRE INFO:

Colliers Project Leaders USA NE, LLC
TD Bank
Acct #: 424-4045773
Routing #: 031101266

Town of Oxford
Oxford Middle School

Building Commissioning Services Fee Proposal Detail
 Date: December 3, 2018

	2021		2021		Billed to Date (Including Current Month)	April Billings	Balance
	Total Associated Fees	Apr % Complete	Total % Complete				
I. Design & Bid Phase Services							
A. Review Owner's Project Requirements & Basis of Design	\$ 435.00		100%	\$ 435.00	\$ -	\$ -	
B. Development of Commissioning Specifications	\$ 290.00		100%	\$ 290.00	\$ -	\$ -	
C. Review of Design Development or Pre 50% CD Documents	\$ 2,320.00		100%	\$ 2,320.00	\$ -	\$ -	
D. Backcheck of 100% CD Documents	\$ 2,900.00		100%	\$ 2,900.00	\$ -	\$ -	
E. Schedule and facilitate a controls integration meeting	\$ -		0%	\$ -	\$ -	\$ -	
F. Participate in (2) Integrated design meetings	\$ 870.00		100%	\$ 870.00	\$ -	\$ -	
G. Review final Bid Documents	\$ 1,160.00		100%	\$ 1,160.00	\$ -	\$ -	
H. Development of Commissioning Plan & Schedule	\$ 580.00		100%	\$ 580.00	\$ -	\$ -	
Sub-Total Design Phase Services Fees	\$ 8,555.00			\$ 8,555.00	\$ -	\$ -	
II. Construction Phase Services							
A. Develop and Integrate Cx Schedule	\$ 296.00		100%	\$ 296.00	\$ -	\$ -	
B. Review of Contractor Submittals	\$ 3,236.00		100%	\$ 3,236.00	\$ -	\$ -	
C. Controls Software Review	\$ 1,400.00		100%	\$ 1,400.00	\$ -	\$ -	
C. Develop & Distribute Pre-functional checklists	\$ 1,590.00		100%	\$ 1,590.00	\$ -	\$ -	
D. Develop Functional Performance Tests	\$ 1,540.00		100%	\$ 1,540.00	\$ -	\$ -	
E. Project & Commissioning Coordination Meetings	\$ 17,513.00		100%	\$ 17,513.00	\$ -	\$ -	
F. Review Mock Ups & Verify Equipment Start Up	\$ 4,613.00		100%	\$ 4,613.00	\$ -	\$ -	
G. Develop & Maintain Cx Issue Log	\$ 1,229.00		100%	\$ 1,229.00	\$ -	\$ -	
H. Pre-balancing, system Readiness, and verification	\$ 603.00		100%	\$ 603.00	\$ -	\$ -	
I. Oversee & Document Functional Systems Testing	\$ 15,572.00		100%	\$ 15,572.00	\$ -	\$ -	
J. Verify Operator & Occupant Training	\$ 4,108.00		100%	\$ 4,108.00	\$ -	\$ -	
K. Review O&M Manual/System Manual	\$ 754.00		100%	\$ 754.00	\$ -	\$ -	
L. Production of Final Cx Report	\$ 853.00	50%	50%	\$ 426.50	\$ 426.50	\$ 426.50	
Sub-Total Construction Phase Services Fees	\$ 53,307.00			\$ 52,880.50	\$ 426.50	\$ 426.50	
III. Post-Occupancy Phase Services							
A. Coordinate and Witness Opposite Season & Deferred Testing	\$ 1,706.00		100%	\$ 1,706.00	\$ -	\$ -	
B. Perform a Near Warranty End Review, Interview and Assistance	\$ 3,065.00		0%	\$ -	\$ -	\$ 3,065.00	
Sub-Total Post-Occupancy Phase Services	\$ 4,771.00			\$ 1,706.00	\$ -	\$ 3,065.00	
Total Fees for Services	\$ 66,633.00			\$ 63,141.50	\$ 426.50	\$ 3,491.50	
Project Expenses	\$ 1,500.00			\$ 767.72	\$ -	\$ 732.28	
Grand Total, Fees & Expenses	\$ 68,133.00			\$ 63,909.22	\$ 426.50	\$ 4,223.78	