



INVOICE

Invoice Number	008036
Date:	Nov-30-2020
Due Date:	Dec-30-2020
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	2,001.25
Commissioning Services: Post-Occupancy Phase	0.00	0.00	0.00
Commissioning Services: Expenses	0.00	0.00	0.00

<div style="background-color: #4CAF50; color: white; padding: 5px; display: inline-block;"> <i>Please note our new Legal Name Colliers Project Leaders USA NE, LLC</i> </div>	Sales Total:	2,001.25
	Tax Total:	0.00
	Total (USD):	2,001.25

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

	Total Associated Fees	Nov % Complete	Total % Complete	Billed to Date (Including Current Month)	Nov Billings	Balance
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	50%	\$ 435.00	\$ -	\$ 435.00
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		\$ 8,120.00	\$ -	\$ 435.00

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	\$ -	\$ (0.00)
C	Controls Software Review	\$ 1,400.00	100%	\$ 1,400.00	\$ -	\$ -
D	Develop & Distribute Pre-functional checklists	\$ 1,590.00	100%	\$ 1,590.00	\$ -	\$ -
E	Develop Functional Performance Tests	\$ 1,540.00	100%	\$ 1,540.00	\$ -	\$ -
F	Project & Commissioning Coordination Meetings	\$ 17,513.00	10%	\$ 1,637.35	\$ 1,751.30	\$ 875.65
G	Review Mock Ups & Verify Equipment Start Up	\$ 4,613.00	100%	\$ 4,613.00	\$ -	\$ -
H	Develop & Maintain Cx Issue Log	\$ 1,229.00	5%	\$ 1,229.00	\$ 61.45	\$ (0.00)
I	Pre-balancing, system Readiness, and verification	\$ 603.00	100%	\$ 603.00	\$ -	\$ -
J	Oversee & Document Functional Systems Testing	\$ 15,572.00	100%	\$ 15,572.00	\$ -	\$ -
K	Verify Operator & Occupant Training	\$ 4,108.00	75%	\$ 3,081.00	\$ -	\$ 1,027.00
L	Review O&M Manual/System Manual	\$ 754.00	25%	\$ 188.50	\$ 188.50	\$ 565.50
	Production of Final Cx Report	\$ 853.00	0%	\$ -	\$ -	\$ 853.00
	Sub-Total Construction Phase Services Fees	\$ 53,307.00		\$ 49,985.85	\$ 2,001.25	\$ 3,321.15

III. Post-Occupancy Phase Services						
A	Coordinate and Witness Opposite Season & Deferred Testing	\$ 1,706.00	0%	\$ -	\$ -	\$ 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		\$ -	\$ -	\$ 4,771.00
Total Fees for Services						
		\$ 66,633.00		\$ 58,105.85	\$ 2,001.25	\$ 8,527.15
Project Expenses						
		\$ 1,500.00		\$ 748.99	\$ -	\$ 751.01
	Grand Total, Fees & Expenses	\$ 68,133.00		\$ 58,854.84	\$ 2,001.25	\$ 9,278.16