



PROJECT LEADERS

INVOICE

Invoice Number	007189
Date:	Aug-31-2020
Due Date:	Sep-30-2020
Terms:	Net 30 Days

CUSTOMER	PROJECT
Watertown, MA Public Schools 30 Common Street Watertown MA 02472 United States of America	Watertown, MA - (3) Elementary Schools Cx PO Number:

DESCRIPTION	QUANTITY	RATE	INVOICE AMOUNT
Commissioning Services: EA Prerequisite 1: Fundamental Cx & Verification	0.00	0.00	2,951.92
Commissioning Services: EA Credit: Enhanced Commissioning, Option 1, Path 1	0.00	0.00	0.00
Commissioning Services: EA Credit: Enhanced Commissioning, Option 1, Path 2	0.00	0.00	0.00
Commissioning Services: EA Credit: Enhanced Commissioning, Option 2, Envelope Commissioning	0.00	0.00	576.80
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:	3,528.72
	Tax Total:	0.00
	Total (USD):	3,528.72

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 Watertown
Three Elementary School Projects
LEED Commissioning Services Fee Proposal Detail
 Date: July 31, 2020

	Total Associated Fees	August % Complete	Total % Complete	Billed to Date Including Current Month	August Billings	Balance
I. EA Prerequisite 1: Fundamental Cx & Verification						
A Commissioning Kick-Off Meeting	\$ 1,140	0%	0%	\$ -	\$ -	\$ 1,140.00
B Review Owner's Project Requirements & Basis of Design	\$ 1,470	66%	66%	\$ 970.00	\$ -	\$ 500.00
C Review Design Development Documents	\$ 5,280	100%	100%	\$ 5,282.40	\$ -	\$ 17.60
D Review 60% Construction Documents	\$ 7,710	100%	100%	\$ 7,710.00	\$ -	\$ -
E Review 90% Construction Documents	\$ 8,018	100%	100%	\$ 8,016.12	\$ -	\$ 1.88
F Participate in Design Review Meetings at SD, DD & CD	\$ 3,876	34%	34%	\$ 3,876.00	\$ 1,317.84	\$ (0.00)
G Develop and Implement Commissioning Plan	\$ 2,440	100%	100%	\$ 2,440.00	\$ -	\$ -
H Development of Commissioning Specifications	\$ 1,040	100%	100%	\$ 1,040.00	\$ -	\$ -
I Bid Phase meetings & support	\$ 1,796	17%	17%	\$ 1,796.00	\$ 305.32	\$ (0.00)
J Develop Construction Checklists	\$ 6,255	75%	75%	\$ 4,691.25	\$ -	\$ 1,563.75
K Construction Site Visits & Commissioning Team Meetings	\$ 66,438	2%	2%	\$ 1,328.76	\$ 1,328.76	\$ 65,109.24
L Complete & Review Construction Checklists	\$ 39,533	0%	0%	\$ -	\$ -	\$ 39,533.00
M Develop Functional Test Procedures	\$ 7,960	0%	0%	\$ -	\$ -	\$ 7,960.00
N Direct & oversee execution of Functional Test Procedures	\$ 44,102	0%	0%	\$ -	\$ -	\$ 44,102.00
O Document, Correction & Retesting	\$ 4,776	0%	0%	\$ -	\$ -	\$ 4,776.00
P Maintain Commissioning Issues Log & Report directly to Owner	\$ 6,534	0%	0%	\$ -	\$ -	\$ 6,534.00
Q Prepare & Maintain Current Facility Requirements and O&M Plan	\$ 5,378	0%	0%	\$ -	\$ -	\$ 5,378.00
R Prepare Final Commissioning Report & LEED Submittals	\$ 4,073	0%	0%	\$ -	\$ -	\$ 4,073.00
Total Fees: EA Prerequisite 1	\$ 217,819			\$ 37,130.53	\$ 2,951.92	\$ 180,688.47
II. EA Credit: Enhanced Commissioning, Option 1, Path 1						
A Review of Contractor Submittals	\$ 4,892.00	33%	33%	\$ 1,614.36	\$ -	\$ 3,277.64
B System Manuals - Inclusion, Review, Confirm Delivery	\$ 4,105.00	0%	0%	\$ -	\$ -	\$ 4,105.00
C Training - Inclusion, Review, Verify	\$ 2,798.00	0%	0%	\$ -	\$ -	\$ 2,798.00
D 10 Month Warranty Review	\$ 2,832.00	0%	0%	\$ -	\$ -	\$ 2,832.00
E Verify Seasonal Testing	\$ 3,463.00	0%	0%	\$ -	\$ -	\$ 3,463.00
F Develop On-Going Commissioning Plan	\$ 3,802.00	0%	0%	\$ -	\$ -	\$ 3,802.00
Total Fees: Option 1, Path 1	\$ 21,892.00			\$ 1,614.36	\$ -	\$ 20,277.64
III. EA Credit: Enhanced Commissioning, Option 1, Path 2						
A Develop a Systems Monitoring Plan	\$ 18,000.00	0%	0%	\$ -	\$ -	\$ 18,000.00
Total Fees: Option 1 Path 2	\$ 18,000.00			\$ -	\$ -	\$ 18,000.00

Town of Watertown
Three Elementary School Projects
LEED Commissioning Services Fee Proposal Detail
 Date: July 31, 2020

2020

2020

	Total Associated Fees	August % Complete	Total % Complete	Billed to Date Including Current Month	August Billings	Balance
IV. EA Credit: Enhanced Commissioning, Option 2, Envelope Commissioning						
A Review of Contractor Submittals	\$ 2,884.00		0%	\$ -	\$ -	2,884.00
B Development of Commissioning Specifications	\$ 612.00		100%	\$ 612.00	\$ -	-
C Develop Construction Checklists	\$ 2,884.00		87%	\$ 2,509.08	\$ 576.80	374.92
D Construction Site Visits & Commissioning Team Meetings	\$ 13,911.00	20%	0%	\$ -	\$ -	13,911.00
E Compile & Review Construction Checklists	\$ 4,637.00		0%	\$ -	\$ -	4,637.00
F Review Functional Test Procedures	\$ 1,923.00		29%	\$ 560.00	\$ -	1,363.00
G Direct & oversee execution of Functional Test Procedures	\$ 9,620.00		0%	\$ -	\$ -	9,620.00
H Document, Correction & Retesting	\$ -		0%	\$ -	\$ -	-
I Maintain Commissioning Issues Log & Report directly to Owner	\$ 2,338.00		0%	\$ -	\$ -	2,338.00
J Prepare & Maintain Current Facility Requirements and O&M Plan	\$ 1,053.00		0%	\$ -	\$ -	1,053.00
K Prepare Final Commissioning Report & LEED Submittals	\$ 1,391.00		0%	\$ -	\$ -	1,391.00
L Training - Inclusion, Review, Verify	\$ 1,053.00		0%	\$ -	\$ -	1,053.00
M 10 Month Warranty Review	\$ 1,095.00		0%	\$ -	\$ -	1,095.00
N Develop On-Going Commissioning Plan	\$ 2,107.00		0%	\$ -	\$ -	2,107.00
Total Fees: Option 2	\$ 45,508.00			\$ 3,681.08	\$ 576.80	\$ 41,826.92
Total Fees for Services	\$ 303,219.00		14%	\$ 42,425.97	\$ 3,528.72	\$ 260,793.03
Project Expenses	\$ 9,500.00		0%	\$ -	\$ -	\$ 9,500.00
Grand Total, Fees & Expenses	\$ 312,719.00		14%	\$ 42,425.97	\$ 3,528.72	\$ 270,293.03