



INVOICE

Invoice Number	008466
Date:	Jan-31-2021
Due Date:	Mar-02-2021
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: Expenses	0.00	0.00	95.00
Commissioning Services: EA Prerequisite 1: Fundamental Cx & Verification	0.00	0.00	3,969.79
Commissioning Services: EA Credit: Enhanced Commissioning, Option 1, Path 1	0.00	0.00	244.60
Commissioning Services: EA Credit: Enhanced Commissioning, Option 1, Path 2	0.00	0.00	2,239.35
Commissioning Services: EA Credit: Enhanced Commissioning, Option 2, Envelope Commissioning	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:	6,548.74
	Tax Total:	0.00
	Total (USD):	6,548.74

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: January 31, 2021

		2021		2021		2021		2021	
		Total Associated Fees	January % Complete	Total % Complete	Billed to Date Including Current Month	January Billings	Balance		
I. EA Prerequisite 1: Fundamental Cx & Verification									
A	Commissioning Kick-Off Meeting	\$ 1,140		100%	\$ 1,140.00	\$ -	\$ -		
B	Review Owner's Project Requirements & Basis of Design	\$ 1,470		100%	\$ 1,469.80	\$ -	\$ 0.20		
C	Review Design Development Documents	\$ 5,280		100%	\$ 5,262.40	\$ -	\$ 17.60		
D	Review 60% Construction Documents	\$ 7,710		100%	\$ 7,710.00	\$ -	\$ -		
E	Review 90% Construction Documents	\$ 8,018		100%	\$ 8,016.12	\$ -	\$ 1.88		
F	Participate in Design Review Meetings at SD, DD & CD	\$ 3,876		100%	\$ 3,876.00	\$ -	\$ -		
G	Develop and Implement Commissioning Plan	\$ 2,440		100%	\$ 2,440.00	\$ -	\$ -		
H	Development of Commissioning Specifications	\$ 1,040		100%	\$ 1,040.00	\$ -	\$ -		
I	Bid Phase meetings & support	\$ 1,796		100%	\$ 1,796.00	\$ -	\$ -		
J	Develop Construction Checklists	\$ 6,255		100%	\$ 6,255.00	\$ -	\$ -		
K	Construction Site Visits & Commissioning Team Meetings	\$ 66,438	3%	13%	\$ 8,636.94	\$ 1,993.14	\$ 57,801.06		
L	Compile & Review Construction Checklists	\$ 39,533	5%	7%	\$ 2,767.31	\$ 1,976.65	\$ 36,765.69		
M	Develop Functional Test Procedures	\$ 7,960		0%	\$ -	\$ -	\$ 7,960.00		
N	Direct & oversee execution of Functional Test Procedures	\$ 44,102		0%	\$ -	\$ -	\$ 44,102.00		
O	Document, Correction & Retesting	\$ 4,776		0%	\$ -	\$ -	\$ 4,776.00		
P	Maintain Commissioning Issues Log & Report directly to Owner	\$ 6,534		0%	\$ -	\$ -	\$ 6,534.00		
Q	Prepare & Maintain Current Facility Requirements and O&M Plan	\$ 5,378		0%	\$ -	\$ -	\$ 5,378.00		
R	Prepare Final Commissioning Report & LEED Submittals	\$ 4,073		0%	\$ -	\$ -	\$ 4,073.00		
	Total Fees: EA Prerequisite 1	\$ 217,919			\$ 50,409.57	\$ 3,969.79	\$ 167,409.43		
II. EA Credit: Enhanced Commissioning, Option 1, Path 1									
A	Review of Contractor Submittals	\$ 4,892.00	5%	65%	\$ 3,179.80	\$ 244.60	\$ 1,712.20		
B	System Manuals - Inclusion, Review, Confirm Delivery	\$ 4,105.00		0%	\$ -	\$ -	\$ 4,105.00		
C	Training - Inclusion, Review, Verify	\$ 2,798.00		0%	\$ -	\$ -	\$ 2,798.00		
D	10 Month Warranty Review	\$ 2,832.00		0%	\$ -	\$ -	\$ 2,832.00		
E	Verify Seasonal Testing	\$ 3,463.00		0%	\$ -	\$ -	\$ 3,463.00		
F	Develop On-Going Commissioning Plan	\$ 3,802.00		0%	\$ -	\$ -	\$ 3,802.00		
	Total Fees: Option 1, Path 1	\$ 21,892.00			\$ 3,179.80	\$ 244.60	\$ 18,712.20		
III. EA Credit: Enhanced Commissioning, Option 1, Path 2									
A	Develop a Systems Monitoring Plan	\$ 18,000.00		0%	\$ -	\$ -	\$ 18,000.00		
	Total Fees: Option 1 Path 2	\$ 18,000.00			\$ -	\$ -	\$ 18,000.00		
IV. EA Credit: Enhanced Commissioning, Option 2, Envelope Commissioning									
A	Review of Contractor Submittals	\$ 2,884.00	10%	20%	\$ 576.80	\$ 288.40	\$ 2,307.20		
B	Development of Commissioning Specifications	\$ 612.00		100%	\$ 612.00	\$ -	\$ -		
C	Develop Construction Checklists	\$ 2,884.00		100%	\$ 2,884.00	\$ -	\$ -		
D	Construction Site Visits & Commissioning Team Meetings	\$ 13,911.00	10%	20%	\$ 2,782.20	\$ 1,391.10	\$ 11,128.80		
E	Compile & Review Construction Checklists	\$ 4,637.00	10%	15%	\$ 695.55	\$ 463.70	\$ 3,941.45		
F	Review Functional Test Procedures	\$ 1,923.00	5%	34%	\$ 656.15	\$ 96.15	\$ 1,266.85		
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		

Town of Watertown
Three Elementary School Projects
LEED Commissioning Services Fee Proposal Detail
 Date: January 31, 2021

	2021		2021			
	Total Associated Fees	January % Complete	Total % Complete	Billed to Date Including Current Month	January Billings	Balance
Total Fees: Option 2	\$ 45,508.00			\$ 8,206.70	\$ 2,239.35	\$ 37,301.30
Total Fees for Services	\$ 303,219.00		20%	\$ 61,796.07	\$ 6,453.74	\$ 241,422.93
Project Expenses	\$ 9,500.00			\$ 334.71	\$ 95.00	\$ 9,165.29
Grand Total, Fees & Expenses	\$ 312,719.00		20%	\$ 62,130.78	\$ 6,548.74	\$ 250,588.22