SCHOOL CAPITAL PROJECT COMMITTEE
WATERTOWN, CT
REGULAR MEETING AGENDA
WEDNESDAY, NOVEMBER 18, 2026

WATERTOWN TOWN HALL
TOWN MANAGER'S
CONFERENCE ROOM 2ND
FLOOR
7:00 P.M.
61 ECHO LAKE RD.
WATERTOWN, CT 06795

1. Call Meeting to Order.
2. Pledge of Allegiance.
3. Roll Call
4. Minutes.
   a. Regular Meeting, September 16, 2026
5. New Business
   a. Discussion and possible action on project invoices to be authorized.

	Vendor	Invoice Number	Dates	Amount Due
1.	ICDS	232740	10/15/2026	$44,953.80
2.	Colliers Project Leaders	0001222315	09/30/2026	$526.09
3.	Colliers Project Leaders	0001232601	10/31/2026	1632.08

   b. Update from Tucker Mechanical and ICDS regarding JTPS HVAC project.
6. Old Business
7. Adjournment

SCHOOL CAPITAL PROJECT COMMITTEE

REGULAR MEETING
MINUTES
WEDNESDAY, SEPTEMBER 16, 2026– 7:00 P.M.
MINUTES

WATERTOWN TOWN HALL
TOWN COUNCIL CHAMBERS
61 ECHO LAKE RD.
WATERTOWN, CT 06795

1. Call Meeting to Order.
   Chairman Robert Porter called the meeting to order at 7:05 p.m.

2. Pledge of Allegiance.
   Chairman Robert Porter led the pledge of allegiance.

3. Roll Call

Robert Porter, Chairman
Anthony Ciriello (phone)
Jeffrey Franson
Jim Lehner
Brian Mays
Thomas Walsh
Lisa Fekete, Acting Superintendent of Schools
Luigi Velardi, BOE Facilities
Absent: Mark Guerrera, Tadd Johnson, Donna Ford, Mary Ann Rosa

Others Present: Scott Fitch
Mr. Mohyde

4. Minutes.
   a. Regular Meeting, August 19, 2026

Motion: Jim Lehner seconded by Brian Mays: to accept the August 19, 2026 meeting minutes as presented.

Aye: 5 Porter, Cirello, Lehner, Mays, Walsh
Nay: 0
Abstain: 1 Franson

Motion passed

5. New Business

1. New Business

a. Discussion and possible action on project invoices to be authorized.

	Vendor	Invoice Number	Dates	Amount Due
1.	Colliers Project Leaders	0001210932	08/31/2026	$2,874.58
2.	Tucker Mechanical	Application #4	9/30/26	$153,140.00

1.

Motion: Jeffrey Franson seconded by Thomas Walsh: to pay Colliers project Leaders, Invoice #0001210932 dated 08/31/2026 in the amount of $,2,874.58.

Motion passed unanimously

2. Jeffrey Franson stated we have signatures by all the appropriate folks, we also have detail of the dollar breakout of completion of the project.

Motion: Jeffrey Franson seconded by Brian Mays: to pay Tucker Mechanical, Application #4 in the amount of $153,140.00.

Motion passed unanimously

b. Update from Tucker Mechanical and ICDS regarding JTPS HVAC project.

Brian Mohyde, Project Manager and Scott Fitch, Consulting Engineer gave an update on project.

A question was asked about the change orders and if they were minor in nature.

It was noted that they will be done soon and they were minor in nature.

It was noted from commission a lot of work was done in a short amount of time, getting it setup properly to get this project done and congratulated them.

6. Old Business – none.

7. Adjournment

Motion: Brian Mays seconded by Thomas Walsh: to adjourn meeting at 7:16 p.m.

Motion passed unanimously

Respectfully submitted

_____

Robert Porter, Chairman
Watertown Public Buildings Committee

ICDS

INNOVATIVE CONSTRUCTION & DESIGN SOLUTIONS, LLC
10 White Wood Ln
North Branford, CT 06471
+12034538596
dfisher@icdsllc.com
www.icdsllc.com

BILL TO
Town of Watertown
61 Echo Lake Road
Watertown, CT 06975

INVOICE 232740

DATE 10/15/2026 **TERMS** Due on receipt

DUE DATE 10/15/2026

P.O. NUMBER
AIA Contract

PROJECT
HVAC Design for John Trumbull

DATE		AMOUNT
	HVAC Design Services for John Trumbull Primary School 11/09/26 UPDATED INVOICE PER COMMENTS FROM SCOTT PELLMAN	0.00
	Consulting HVAC Design Services for John Trumbull Primary School Bidding Phase Progress Invoice (0 to100%) , 1 @ $14,650.00	14,650.00
	Consulting HVAC Design Services for John Trumbull Primary School Construction Phase 1 Progress Invoice (0 to 85%), 0.85 @ $35,150.00	29,877.50
	Client Reimbursable Expense Reimbursable expense Mileage - 7 Roundtrip @ 84 Miles 1. 2/12/26 Prebid 2. 3/3/26 Bid Opening 3. 4/6/26 Construction Kickoff 4. 7/15/26 CA Site Visit & Building Committee Meeting 5. 7/31/26 OAC Meeting 6. 8/27/26 OAC Meeting 7. 9/16/26 CA Site Visit & Building Committee Meeting , 588 @ 0.725	426.30

Please make your check payable to: ICDS, LLC
Thank you for your business.

SUBTOTAL 44,953.80

TAX	0.00
TOTAL	44,953.80
TOTAL DUE	**$44,953.80**

APPROVED FOR PAYMENT
Project Manager:

Scott Pellman

Approved Amount:

Colliers
Project Leaders

Date: 11/9/2026

Budget Block Code:

P.O. #:

Colliers Project Leaders

A Division of Colliers Engineering & Design

101 Crawfords Corner Road, Suite 3400
Holmdel, NJ 07733
732 383 1950

Watertown CT Public Schools
Attn: Donna Ford
61 Echo Lake Road
Watertown, CT 06795

Invoice : 0001222315
Invoice Date : 9/30/2026

Project : 25004856G
Project Manager: Warrington, Jr., Chuck
Project Name : OPM-John Trumbull ES HVAC Upgrades

For Professional Services Rendered Through 9/30/2026

Description of Services
September 2026
- Attend OAC meetings
- Initial Punch list review
- Initial coordination of commissioning
- Coordinate with Facility Director

	Fee	Remaining Fee	% Complete	Billings To Date	Billings Previous	Billings Current
Due Diligence	9,000.00	0.85	99.99	8,999.15	8,999.15	0.00
Design Phase	10,000.00	35.00	99.65	9,965.00	9,965.00	0.00
Construction Phase	39,000.00	16,751.22	57.05	22,248.78	21,722.69	526.09
Closeout Phase	5,000.00	5,000.00	0.00	0.00	0.00	0.00
Reimbursable Expenses	1,500.00	1,385.20	7.65	114.80	114.80	0.00
Subtotal:	64,500.00	23,172.27	64.07	41,327.73	40,801.64	526.09

Current Billings 526.09

Amount Due This Bill 526.09

In accordance with our business terms and conditions, acceptance of this invoice is implied unless Colliers Project Leaders USA NE, LLC is notified by 14 days from the date of this invoice. If timely payment cannot be made due to any discrepancy, please E-mail a brief explanation to Billing@colliersengineering.com and we will reply as soon as possible.
EFT/ACH PAYMENT INFO: Colliers Engineering & Design, Inc. | JP Morgan Chase | Routing 021000021 | Account# 836759092

Ford@watertownct.org;
feketeli@watertownps.org;
charles.warrington@collierseng.com;
scott.pellman@collierseng.com;
Sarah.Maston@collierseng.com;
Ravi.Chavan@collierseng.com;
Show mileage w/map

Outstanding Receivables

Invoice Number	Date	Amount	Balance Due
0001210932	8/31/2026	2,874.58	2,874.58
			2,874.58

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PM05 - Construction Phase

Labor

Rate Labor

Class	*Hours*	*Rate*	*Amount*
Assistant Project Manager	0.50	166.4000	83.20
Associate Director	1.25	254.8000	318.50
Senior Project Manager	0.50	248.7700	124.39
Total Rate Labor			***526.09***
Total Labor			**526.09**
Total Bill Task: PM05 - Construction Phase			**526.09**

Total Project: 25004856G - OPM-John Trumbull ES HVAC Upgrades **526.09**

Colliers Project Leaders

A Division of Colliers Engineering & Design

101 Crawfords Corner Road, Suite 3400
Holmdel, NJ 07733
732 383 1950

Watertown CT Public Schools
Attn: Donna Ford
61 Echo Lake Road
Watertown, CT 06795

Invoice : 0001232601
Invoice Date : 10/31/2026

Project : 25004856G
Project Manager: Warrington, Jr., Chuck
Project Name : OPM-John Trumbull ES HVAC Upgrades

For Professional Services Rendered Through 10/31/2026

Description of Services
October 2026
- Commissioning coordination with the contractor
- Project status follow up with Design and Construction
- Review of invoices and applications

	Fee	Remaining Fee	% Complete	Billings To Date	Billings Previous	Billings Current
Due Diligence	9,000.00	0.85	99.99	8,999.15	8,999.15	0.00
Design Phase	10,000.00	35.00	99.65	9,965.00	9,965.00	0.00
Construction Phase	39,000.00	15,119.14	61.23	23,880.86	22,248.78	1,632.08
Closeout Phase	5,000.00	5,000.00	0.00	0.00	0.00	0.00
Reimbursable Expenses	1,500.00	1,385.20	7.65	114.80	114.80	0.00
Subtotal:	64,500.00	21,540.19	66.60	42,959.81	41,327.73	1,632.08

Current Billings 1,632.08
Amount Due This Bill 1,632.08

Outstanding Receivables	Invoice Number	Date	Amount	Balance Due
	0001210932	8/31/2026	2,874.58	2,874.58
	0001222315	9/30/2026	526.09	526.09

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Sarah.Maston@collierseng.com;
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PM05 - Construction Phase

Labor

Rate Labor

Class	*Hours*	*Rate*	*Amount*
Associate Director	2.50	254.8000	637.00
Senior Project Manager	4.00	248.7700	995.08
Total Rate Labor			***1,632.08***
Total Labor			**1,632.08**
Total Bill Task: PM05 - Construction Phase			**1,632.08**

Total Project: 25004856G - OPM-John Trumbull ES HVAC Upgrades **1,632.08**