

**TOWN OF LEDYARD,
CONNECTICUT
PLANNING OFFICE**

741 Colonel Ledyard Highway; Ledyard, Connecticut 06339; (860) 464-3215; (860) 464-1126 (Fax)
planner@ledyardct.org; www.ledyarddevelopment.com

4 February 2015

Mr. Vincent Lee
Economic and Community Development Agent
Office of Capital Projects
Department of Economic and Community Development
505 Hudson Street
Hartford, CT 06106

**RE: Town of Ledyard;
Town Center Improvements
STEAP #2015072001**

Dear Mr. Lee:

Enclosed, please find "Requisition 2" for the above reference project.

Thank you for your assistance. Should you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to be 'Charles Karno', written over a horizontal line.

Charles Karno,
Town Planner



DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT

REQUISITION FOR PAYMENT



Applicant: <u>Town of Ledyard</u>	For Internal Use Only
Project Name: <u>Town Center Improvements</u>	
Current Budget Period: Start Date: 7.18.14 End Date: 12.12.31.16	Program Title: <u>STEAP</u>
Federal ID #: <u>06-6002023</u> Social Sec. #:	Project #: <u>2015072001</u>

SOURCES OF FUNDING	NON-DECD FUNDS		DECD FUNDS		TOTAL
	CASH	IN-KIND	GRANT	LOAN	
Private Investment					\$ -
Bank Financing					\$ -
CT. Development Authority					\$ -
CT. Innovations, Inc.					\$ -
CHFA					\$ -
DECD Program #1: <u>STEAP 2014</u>			\$ 500,000		\$ 500,000
DECD Program #2:					\$ -
Other: Town of Ledyard	\$ 250,000				\$ 250,000
					\$ -
					\$ -
TOTAL SOURCES	\$ 250,000	\$ -	\$ 500,000	\$ -	\$ 750,000

USES SUMMARY	Total DECD Funds Approved (A)	Non-DECD Funds Approved (B)	Total Approved Budget (A+B=C)	Previously Requested DECD Funds (D)	Current DECD Funds Requested (E)	Total DECD Funds Appr. To Date (D+E=F)
LAND			\$ -			\$ -
OTHER DEVELOP EXPENSES			\$ -			\$ -
ADMINISTRATION			\$ -			\$ -
CARRYING CHARGES			\$ -			\$ -
ARCHITECTURAL & ENGINEERING	\$ 45,000	\$ 40,000	\$ 85,000	\$ 16,250	\$ 34,441	\$ 50,691
CONSTRUCTION	\$ 455,000	\$ 210,000	\$ 665,000			\$ -
OTHER WORKING CAPITAL			\$ -			\$ -
CAPITAL COSTS			\$ -			\$ -
RESEARCH & DEVELOPMENT			\$ -			\$ -
FURNISHINGS/EQUIPMENT			\$ -			\$ -
CONTINGENCY			\$ -			\$ -
TOTALS	\$ 500,000	\$ 250,000	\$ 750,000	\$ 16,250	\$ 34,441	\$ 50,691

CONDITIONS:

1. This amount represents the DECD funds necessary to meet project expenditures during the next 90 days. The initial request may include reimbursement of funds advanced from sources other than DECD.
2. I understand that the DECD approval is subject to the terms and conditions of the Assistance Agreement.
3. Semi-Annual financial statements must be submitted for the periods ending June 30 and December 31. These financials statements must be submitted within 30 days from the end of the period until all project related funding is expended

Applicant:	Town Of Ledyard
Project Name:	Town Center Improvements

CERTIFICATIONS:

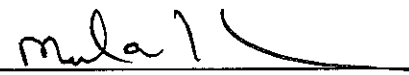
Housing Related Projects Only:

1. The bank balance on this project is \$_____. This amount is on deposit with _____ in the City/Town of _____ or is on deposit with the Tax Exempt Proceeds Fund, as applicable.
2. All funds to be received from the State of Connecticut in connection with this project shall be managed pursuant to the Development Expenditures Account Agreement or the Tax Exempt Proceeds Fund, Inc. Deposit and Withdrawal Provisions, as applicable.

All Funding Reipients:

3. The cumulative expenditure for the project, as of this date, is \$_____.
4. I certify that all project requirements are being fulfilled and are current, including insurance.
5. I am duly authorized to execute this request.

Applicant Signature:

	Michael T. Finkelstein, Mayor	2-4-16
Sign and Print Name	Title	Date

DEPARTMENT USE ONLY:

I recommend approval in the amount of \$_____. The Request for Payment is in accordance with Section(s)_____.

Development Manager	Date
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**State of Connecticut
Department of Economic and Community Development**

Detailed Schedule of Expenditures

Applicant: Town of Ledyard
 Contract #: 20150720011490001A DECD Funding Award: \$ 500,000.00
 Project Name: Town Center Improvements
 For the Period: 7/18/2014 to 12/31/2015

Date Paid	Payee	Check #	Non-DECD Funds	DECD Funds	Budget Line Item	Account No.
	Kent + Frost Landscape Architecture			\$ 16,250	Arch. & Eng.	1425.1A
	Kent + Frost Landscape Architecture			\$ 24,441	Arch. & Eng.	1425.1A
	Kent + Frost Landscape Architecture			\$ 10,000	Arch. & Eng.	1425.1A
Totals			\$ -	\$ 50,691		

Summary of Expenditures by Budget Line Item:

Budget Line Item Account	Acct. No.	Amount
Architectural & Engineering		16250
Architectural & Engineering		24441.43
Architectural & Engineering		10000
Total		\$ 50,691.43

Note: This Schedule may be submitted utilizing other formats provided that the information submitted is substantially the same as that requested.

Signature: M. Lopez Date: 2-4-16
 Title: Mayor

Invoice

Date Invoice #
 10/26/2015 815

Town of Ledyard
 Charles Karno
 741 Colonel Ledyard Highway
 Ledyard, CT 06399-1511

Work Period

P.O. No.

Project Ledyard Center Streetscape

Item	Description	Est Amt	Prior Amt	Prior %	Curr %	Total %	Amount
Project Kick-off	Project Kick-Off	9,000.00	9,000.00	100.00%	0.00%	100.00%	0.00
Design Development	Design Development	14,500.00	14,500.00	100.00%	0.00%	100.00%	0.00
Construction Documents	2/3 completion of Construction Documents	17,000.00	17,000.00	100.00%	0.00%	100.00%	0.00
Construction Documents	Completion of Construction Documents	10,000.00			100.00%	100.00%	10,000.00
Const Admin	50% Construction Administration	7,000.00			0.00%	0.00%	0.00
Const Admin	100% Construction Administration	7,500.00			0.00%	0.00%	0.00
Terms: Net 45				Total			\$10,000.00
				Payments/Credits			\$0.00
				Balance Due			\$10,000.00

Date 8/24/2015 Invoice # 796

Town of Ledyard
 Charles Karno
 741 Colonel Ledyard Highway
 Ledyard, CT 06399-1511

Work Period

P.O. No.

Project Ledyard Center Streetscape

Item	Description	Est Amt	Prior Amt	Prior %	Curr %	Total %	Amount
Project Kick-off	Project Kick-Off	9,000.00	9,000.00	100.00%	0.00%	100.00%	0.00
Design Development	Design Development	14,500.00	7,250.00	50.00%	50.00%	100.00%	7,250.00
Construction Documents	2/3 completion of Construction Documents	17,000.00			100.00%	100.00%	17,000.00
Construction Documents	Completion of Construction Documents	10,000.00			0.00%	0.00%	0.00
Const Admin	50% Construction Administration	7,000.00			0.00%	0.00%	0.00
Const Admin	100% Construction Administration	7,500.00			0.00%	0.00%	0.00
Reimb Group	ABC PhotoLab 07/31/15						111.03
	ABC PhotoLab 06/06/15, 06/13/15						80.40
	Total Reimbursable Expenses						191.43
Total							\$24,441.43
Payments/Credits							\$0.00
Balance Due							\$24,441.43

Payments are due 7 days from date of invoice.
 Finance Charges of 1.5% per month shall be applied to all accounts over 30 days.