

TOWN OF LEDYARD

CONNECTICUT
MAYOR'S OFFICE

741 Colonel Ledyard Highway
Ledyard, Connecticut 06339
(860) 464-3221
(860) 464-1126 (Fax)

October 20, 2016

Ms. Laurie Giannotti, Recreational Trails Program (RTP)
Department of Environmental Protection
79 Elm Street
Hartford, CT 06106-5127

**RE: Town of Ledyard - Northern Section of Tri-Town Trail
DEPA00002024283**

Dear Ms. Giannotti:

The Town of Ledyard hereby requesting payment of \$10,724 under PSA#DEPA00002024283. I have provided you a summary below of the costs by the Town of Ledyard for the work related to reimbursable costs.

Original Grant: \$128,000
Breakdown of cost:

Payment Request # 4: \$10,724 (Consultant work see attached billing)

Total Costs To Date: \$48,955

Thank you for your assistance.

Sincerely,

Michael T Finkelstein,
Mayor


**Recreational Trails Program
Accounting Report for Reimbursable Items and Cash Matching Contributions
Ledyard Northern Section of Tri-Town Trail DEPA00002024283**

Date	Description or Name	Labor (# of hours)	Equipment or Materials Description	Equipment Rate (\$ TOTAL \$ Labor (hours x rate)	Cash Match (20% of total)	Total

Date	Vendor	Description of Service	Check Number	Costs	Cash Match (20% of total)	Total
5/19/2015	Kent + Frost	Consulting Services		\$11,575	-	\$11,575
1/29/2016	Kent + Frost	Consulting Services		\$5,350		\$5,350
6/30/2016	Kent + Frost	Consulting Services		\$17,306		\$17,306
10/20/2016	Kent + Frost	Consulting Services		\$10,724		\$10,724

Cash Match Total _____
Requested Reimbursement Total **\$10,724**

1. Equipment shall be credited at the rate allowable by the current Federal Emergency Management Agency (FEMA), Schedule of Equipment Rates (<http://www.fema.gov/government/grant/pa/eqrates.shtml>) or a rate mutually agreed upon should said equipment not be listed, or the full amount if equipment is leased or rented.

Signature:  _____ (Town manager or project coordinator)

Date Invoice #
 9/7/2016 917

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

Work Period

P.O. No.

Project Tri-Town Trail Northern Section

Item	Description	Est Amt	Prior Amt	Prior %	Curr %	Total %	Amount
Project Kick-off	Startup, Data Collection, Base Map	1,200.00	1,200.00	100.00%	0.00%	100.00%	0.00
Inventory & Analysis	Suitability Analysis	3,200.00	3,200.00	100.00%	0.00%	100.00%	0.00
Stakeholder Input	Stakeholder & Neighbor Input Coordination	9,500.00	9,499.90	100.00%	0.00%	100.00%	0.00
Data Collection	Wetland Identification & Location	2,000.00	1,600.00	80.00%	0.00%	80.00%	0.00
Data Collection	Historical & Environmental Assessment	2,000.00			0.00%	0.00%	0.00
Design Development	Conceptual Designs	14,500.00	8,700.00	60.00%	40.00%	100.00%	5,800.00
Site Plan	Finalized Centerline Design	16,600.00			0.00%	0.00%	0.00
Addl Services	C/L Stakeout	1,500.00			0.00%	0.00%	0.00
Terms: Net 45				Total			\$5,800.00
				Payments/Credits			\$0.00
				Balance Due			\$5,800.00

Date Invoice #
 8/24/2015 799

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

Work Period

P.O. No.

Project Tri-Town Trail Northern Section

Item	Description	Est Amt	Prior Amt	Prior %	Curr %	Total %	Amount
Project Kick-off	Startup, Data Collection, Base Map	1,200.00	1,200.00	100.00%	0.00%	100.00%	0.00
Inventory & Analysis	Suitability Analysis	3,200.00	1,600.00	50.00%	25.00%	75.00%	800.00
Stakeholder Input	Stakeholder & Neighbor Input Coordination	9,500.00	3,000.00	31.58%	43.42%	75.00%	4,124.90
Data Collection	Wetland Identification & Location	2,000.00			0.00%	0.00%	0.00
Data Collection	Historical & Environmental Assessment	2,000.00			0.00%	0.00%	0.00
Design Development	Conceptual Designs	14,500.00	2,175.00	15.00%	0.00%	15.00%	0.00
Site Plan	Finalized Centerline Design	16,600.00			0.00%	0.00%	0.00
Addl Services	C/L Stakeout	1,500.00			0.00%	0.00%	0.00
				Total			\$4,924.90
				Payments/Credits			\$0.00
				Balance Due			\$4,924.90

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.