

Good afternoon Your Honor,

Attached is a proposed contract with Colliers Project Leaders USA NE, LLC for the City's owner's representative at the new Westhill High School construction project (RFP No. 887). If agreeable, ***please forward this email with the attached set of contract documents to the City's Board of Finance and Board of Representatives for consideration.***

Colliers will provide advisory services to the City throughout the entire construction process of the new Westhill High School, including the demolition of the existing school and related site improvements. The fee for these services shall be \$2,746,766.00, payable on either an hourly or lump sum basis, depending on the project phase. The City may, at its option, request additional Colliers staffing, the fee for which shall not exceed \$4,205,612.00. The City will also reimburse Colliers for certain expenses, not to exceed \$50,000.00.

Please contact either Lou Casolo or Katherine LoBalbo if you have specific questions related to Colliers' services, the fee(s) for those services, or the new Westhill High School project in general. You may, of course, contact me at your convenience if I may be of any further assistance to you in this matter.

Thank you,

Chris Dellaselva  
Assistant Corporation Counsel  
City of Stamford Office of Legal Affairs  
888 Washington Boulevard  
P.O. Box 10152  
Stamford, CT 06904-2152  
(203) 977-5762  
Fax: (203) 977-5560