

# Memorandum

**To:** Mayor Elinor Carbone and Water Pollution Control Authority

**CC:** Carol Anderson  
Mary Perrotti  
Ray Drew  
Pennie Zucco

**From:** Edward Tousey, WPCA Administrator

**Date:** 3/18/2024

**Re:** Payment Authorization

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1. Vote by the City Council herein acting as the Water Pollution Control Authority to approve the following payments from Fund #490 Sanitary Sewer Capital Improvement.

DATE	INVOICE	CONTRACTOR	AMOUNT	DESCRIPTION
3/5/2024	# 0000234752	Wright Pierce Engineering	\$2,184.66	Brightwood Ave sewer design

PLEASE REMIT PAYMENT TO:

Wright-Pierce  
 Department 2100 | PO Box 986500  
 Boston MA 02298-6500  
 (207) 725-8721

Camden National Bank  
 ABA Routing No. 011201458  
 Account No. 15505735  
 a-r@wright-pierce.com

**Attention:** Edward Tousey 3rd  
 WPCA Administrator  
**City of Torrington, CT**  
**140 Main Street**  
**Torrington, CT 06790**

**Invoice :** 0000234752  
**Invoice Date :** 3/5/2024  
**Due Date:** 4/4/2024  
**Project :** 21224  
**Project Name :** Torrington, CT Brightwood Ave  
 Sewer Replacement

For Professional Services Rendered Through 2/23/2024

REFERENCE: Contract dated August 31, 2022.

Fee	Available	Billings		
		To Date	Previous	Current
63,300.00	2,210.95	63,273.71	61,089.05	2,184.66

This invoice is for our efforts to publically bid the  
 Brightwood Ave Sewer project.

Total Labor	2,128.93
Expenses	23.23
Unit Multiplier Expense	32.50
Total Expense	55.73

Current Billings	2,184.66
Amount Due This Bill	2,184.66

Christine E. Kurtz

Outstanding Receivables	Invoice Number	Date	Amount	Balance Due
	0000233897	2/5/2024	4,998.36	4,998.36
				4,998.36

00 - Expenses

Expenses				
Account		Cost	Multiplier	Amount
POSTAGE & SHIPPING		23.23	1.00	23.23
Total Expenses		23.23		
Unit Multiplier Expenses				
Account / Unit	Quantity	Cost Rate	Multiplier	Amount
PRINTING - INTERNAL				
XEROX COPIES	325.00	0.100	1.00	32.50
Total Unit Multiplier Expenses		32.50		
Total Bill Task: 00 - Expenses		55.73		

11 - Administration

Personnel				
Class	Hours	Rate	Amount	
PROJ ENGINEER	2.50	110.754	276.89	
Total Personnel		276.89		

14 - Final Design Services

Personnel				
Class	Hours	Rate	Amount	
PROJ ENGINEER	10.50	168.368	1,767.86	
Total Personnel		1,767.86		

20 - Bid Phase Services

Personnel				
Class	Hours	Rate	Amount	
PROJ ENGINEER	0.50	168.368	84.18	
Total Personnel		84.18		

Total Project: 21224 - Torrington, CT Brightwood Ave Sewer Replacement	2,184.66
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