Town of Granby is inviting you to a scheduled Zoom meeting.
https://us02web.zoom.us/j/82214521737?pwd=M4P0q0yx2o0WnlVTrsqeYLDbQ6r394.1

Meeting ID: 822 1452 1737
Passcode: 143772

TOWN OF GRANBY
Intra-Board Advisory Committee
Regular Meeting Agenda
Monday, September 14, 2026 – 6 p.m.

Granby Senior Center

1. Pledge Of Allegiance
2. Minutes
   - 2.I. Approval Of IBAC Regular Meeting Minutes - August 10, 2026

     Documents:

     IBAC MINUTES 08-10-2026.PDF
3. Old Business
   - 3.I. Draft Goals

     Documents:

     3.1 IBAC GOALS.PDF
   - 3.II. Solar Canopy Assessment - CCM/Titan - Town And BOE

     Documents:

     3.2 TITANGEN GRANBY SOLAR CANOPY EVAL 8-26.PDF
   - 3.III. ClearGov Update From BOE

     Documents:

     CLEARGOV INFORMATION FOR IBAC.PDF
4. New Business
   - 4.I. CLA Engagement And Funding Approval

     Documents:

     4.1 CLA ENGAGEMENT AND FUNDING APPROVAL.PDF
   - 4.II. Building Envelope RFP - CCM/Titan - Town And BOE

Documents:

4.2 BUILDING ENVELOPE RFP - CCM TITAN APPROVAL - TOWN AND BOE.PDF

5. Discussion Of Agenda Items For The Next Meeting
6. Public Comment
7. Adjournment

The next regular meeting of the Intra-Board Advisory Committee is scheduled for Monday, October 12, 2026 at 6 p.m. at the Senior Center.

TOWN OF GRANBY
INTRA-BOARD ADVISORY COMMITTEE
REGULAR MEETING MINUTES
AUGUST 10, 2026

PRESENT: Mark Fiorentino, First Selectman; Heather Lombardo, BOE Chairwoman and Toby Proctor, Board of Finance Vice-Chairman

ALSO PRESENT: Cheri Burke, Superintendent of Schools and Mike Walsh, Town Manager

ABSENT: None

1. PLEDGE OF ALLEGIANCE

2. MINUTES

2.I. Approval of IBAC Regular Meeting Minutes – July 13, 2026
ON A MOTION by M. Fiorentino, seconded by H. Lombardo, the committee voted (3-0-0) to approve the minutes of July 13, 2026 as presented.

3. OLD BUSINESS

3.I. Draft Goals
This agenda item was tabled until the next meeting.

3.II. Shared Services Opportunities – Interview Top Three Submitted RFP Proposals

3.II.1. Randi Frank Consulting
Randi Frank and her team made a presentation to the committee as part of the selection process for the shared services project. The presentation provided an overview of their approach and qualifications for the committee's consideration in selecting a firm.

3.II.2. EASTCONN
Brian Greenleaf and Dr. Ravit Stein made a presentation to the committee as part of the selection process for the shared services project. The presentation provided an overview of their approach and qualifications for the committee's consideration in selecting a firm.

3.II.3. CliftonLarsonAllen
David Flint, Lindsey Intrieri and Aaron Perillo made a presentation to the committee as part of the selection process for the shared services project. The presentation provided an overview of their approach and qualifications for the committee's consideration in selecting a firm.

Following the presentations, the committee discussed the firms and their respective qualifications and approaches to the shared services project. After the discussion, the committee selected CLA (CliftonLarsonAllen) to move forward with the project.

ON A MOTION by M. Fiorentino, seconded by H. Lombardo the committee voted (3-0-0) to accept the proposal presented by CLA (CliftonLarsonAllen) and authorize the team to execute a contract with the firm and to further ask the Town Manager and Superintendent of Schools to work together to present a funding recommendation to the committee at the next meeting.

4. NEW BUSINESS

4.I. Solar Canopy Assessment – CCM/Titan – Town and BOE
The Town has engaged Titan Energy to analyze solar and energy efficiency opportunities for the Town buildings and will work with the superintendent to include the school buildings in the project. Further information will be provided to IBAC as the analysis is completed.

4.II. Building Envelope RFP – Town and BOE
This agenda item was covered in agenda item 4.1.

5. DISCUSSION OF ACTION ITEMS FOR NEXT MEETING

The agenda for the next meeting will include:

- ClearGov update from the BOE
- Continued discussion on IBAC goals

6. PUBLIC COMMENT

There was no public comment.

7. ADJOURNMENT:

ON A MOTION by M. Fiorentino, seconded by H. Lombardo, the committee voted (3-0-0) to adjourn the meeting at 8:37 p.m.

The next regular meeting of the Intra-Board Advisory Committee is scheduled for Monday, September 14, 2026, at 6:00 p.m. at the Senior Center.

Respectfully submitted,



Betsy Mazzotta
Recording Secretary

From: Mike Walsh
To: Betsy Mazzotta
Subject: Fw: IBAC Goals
Date: Monday, July 13, 2026 6:07:40 PM

Get Outlook for iOS

From: Mike Walsh <mwalsh@granby-ct.gov>
Sent: Monday, 06 July 2026 15:50:06
To: Cheri Burke <burkec@granbyschools.org>
Subject: IBAC Goals

Cheri -

Mark asked me to work with you to define goals you and I would like IBAC to be guided by. I took a stab at a draft, and I present them to you below:

1. Hire a consultant to assess the ability of the BOE and Town to combine back-room operations (including but not limited to Finance, Payroll, Budgeting, Human Resources, Custodial, and IT)
2. Using the consultant's report, through attrition, move toward one Centralized Administrative Unit between the BOE and the Town.
3. Upon receipt and acceptance of the consultant's report, the Board of Education will convert existing budget software to ClearGov, or substantially similar, software to present the education budget in the same format and level of detail as the municipal budget beginning in FY29.
4. At all times, decision making during this conversion will be driven by maximizing taxpayer efficiency, streamlining administrative workflows, and optimizing resource allocation without compromising educational quality or resident service delivery.

Since we're meeting tomorrow, we can chat about this, the small cap question, a health update from me, and any other items you have. Thanks.

Mike

Michael P. Walsh
Granby Town Manager
15 N. Granby Road

Granby, CT 06035

E-Mail: mwalsh@granby-ct.gov

Office Phone: 860-844-5302
Facsimile: 860-653-4769

Solar Procurement Services

The Town of Granby

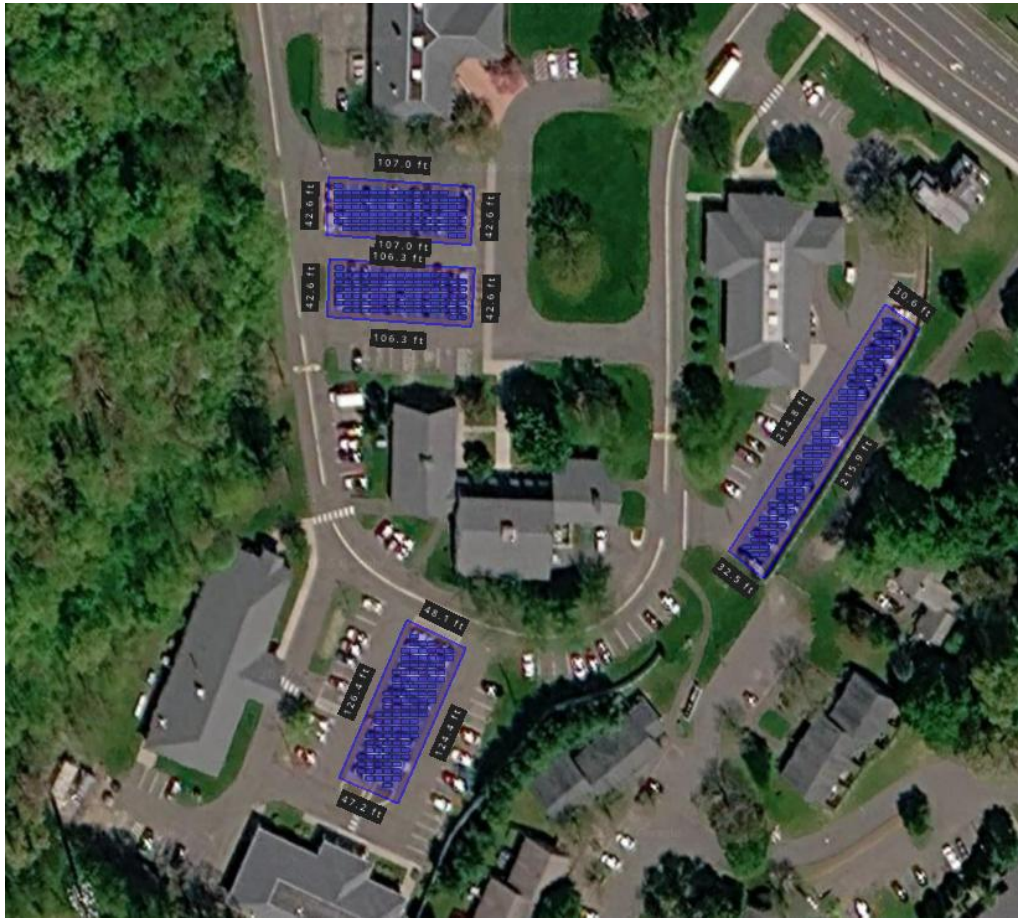
Solar Canopy Assessment



TOWN OF GRANBY
GRANBY, CT
The Heart of the Valley

TITAN ENERGY
Creative energy solutions

Parking Canopy Solar System



- 123 kW DC System Size
- 153,750 kWh generated each year
- The project would be built behind the meters at each building.
- We would advocate for a third-party ownership model whereby the developer owns, operates and maintains the system and simply bills Granby for the power output. This is called a Power Purchase Agreement (PPA).
- The system will need to be built and operational by Dec 31st, 2027 to qualify for Federal tax incentives.*

TITAN ENERGY
Creative energy solutions

*Safe harboring strategies may provide a loophole for extending this deadline.

Parking Canopy Solar System



- 105 kW DC System Size
- 131,250 kWh generated each year
- The project would be built behind the meters at each school.
- We would advocate for a third-party ownership model whereby the developer owns, operates and maintains the system and simply bills Granby for the power output. This is called a Power Purchase Agreement (PPA).
- The system will need to be built and operational by Dec 31st, 2027 to qualify for Federal tax incentives.*

TITAN ENERGY
Creative energy solutions

*Safe harboring strategies may provide a loophole for extending this deadline.

20-Year Financial Model

Year	Solar kWh Production*	Eversource $/kWh**	Solar Cost $/kWh	Annual Savings
1	285,000	$.1550	$.1800	($7,125.00)
2	283,575	$.1581	$.1800	($6,210.29)
3	282,157	$.1613	$.1800	($5,287.06)
4	280,746	$.1645	$.1800	($4,355.15)
5	279,343	$.1678	$.1800	($3,414.41)
6	277,946	$.1711	$.1800	($2,464.68)
7	276,556	$.1746	$.1800	($1,505.80)
8	275,173	$.1780	$.1800	($537.61)
9	273,798	$.1816	$.1800	$440.05
10	272,429	$.1852	$.1800	$1,427.35
11	271,066	$.1889	$.1800	$2,424.45
12	269,711	$.1927	$.1800	$3,431.54
13	268,362	$.1966	$.1800	$4,448.77
14	267,021	$.2005	$.1800	$5,476.33
15	265,686	$.2045	$.1800	$6,514.40
16	264,357	$.2086	$.1800	$7,563.15
17	263,035	$.2128	$.1800	$8,622.77
18	261,720	$.2170	$.1800	$9,693.44
19	260,412	$.2214	$.1800	$10,775.35
20	259,110	$.2258	$.1800	$11,868.70
Total	4,888,713			$41,786.31

TITAN ENERGY
Creative energy solutions

*.5% degradation factor applied
**2% escalation factor applied

About Titan Energy

- Founded in 2001, Titan has over 20 years of energy centric experience
- Offers commodity procurement, demand-side management, onsite generation services and data management, dashboarding, EV charging solutions and demand response
- Headquartered in Connecticut with a nationwide presence
- Commodity procurement coverage in all deregulated markets and other energy management services in all states
- ~10,500 commercial, industrial & municipal customers, encompassing ~70,000 meters
- Town of Nantucket Procurement Partner

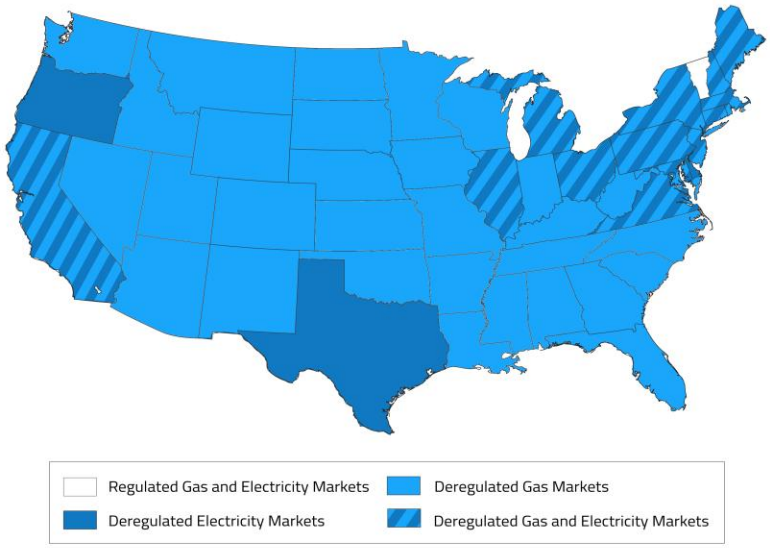
Key Stats

# of Customers: ~10,500

# of Meters Managed: ~70,000

Energy Spend Managed: $550 million

Geographies Served



ClearGov Information for IBAC

Implementation Timeline:

Initial Process of Data Load for Operation Budget and Digital Book		
Time allotted	Task	Result
One month	School District prepare Data to be imported - chart of accounts historical budgets, reports from iVisions	4 years worth of historical data will be loaded for operating budget (GF) and small cap and Q & D Chart of Accounts will be available for all budget users
3 months	Data import and data mapping with ClearGov team	Personalized operating budget to allow budget users access. CG team work with GPS this can take less time or more time depending on needs
One day (ongoing from there)	Training of all budget users for ClearGov software and operation budget.	End users will be trained in basic implementation
2 months	On boarding in finance office and adjustments to data upload	Personalized process
Creation of Digital Budget Book		
2-6 weeks	Clear Gov will replicate our current budget book or any selected format to create a template for us to streamline publication	Premium option - additional costs
One month- three months	School District creates from available templates the budgetbook from "scratch"	No additional cost to the subscription fee of $17,500

Costs:

Granby Public Schools will need to purchase two modules from ClearGov in order to operationalize a budgetbook in the same way the Town of Granby is doing with ClearGov.

- Digital Budget Book Module:https://cleargov.com/products/digital-budget-book
- Operational Budget Module: https://cleargov.com/products/operational-budgeting

The annual cost for these two products as a subscription is $17,500 (2026 prices) and for the initial implementation, data import and training costs in year one there is an additional $8,500 this does not include assistance with creation of the budget book or ongoing training or support that is an extra fee depending on the level of need for this service. **Year One cost: $26,000 Annual Cost Year Two and Beyond: $17,500**

Background:

ClearGov is "a modern financial management platform built specifically for local governments — streamlining the entire financial lifecycle from long-range planning to public reporting. Our mission has remained steadfast. We empower public officials to build more transparent, responsive, and resilient governments." https://cleargov.com/about

ClearGov is presently used in one school district in Connecticut and that district is on a "legacy" platform for the creation of a budget book; this platform is no longer supported by ClearGov.

The sales team is working to find districts similar to Granby in other parts of the country that use ClearGov and will provide contacts soon at our request to learn about implementation from other school districts.

Considerations:

- The estimated timeline from purchase to implementation is 6-9 months. So an August 1st purchase would result in a ready to use platform in January at the earliest. We were told we can upload our current book and budget data in a three month timeline without operationalizing the budget software if this was necessary.

- The final publication is crafted by the district. Therefore, parameters for content are essential. The "output" with ClearGov software is only as good as the "input" of data and terms.

- The school district budget and the municipal budget are inherently different and therefore the budget books will be different even when using the same software.

- What is the specific benefit of this new software when compared to our current process for publication of the budget documents?

- What are the defined components to be included in the "budget book" for the town and BOE? This is required before we engage with ClearGov.

TOWN OF GRANBY

MEMORANDUM **DATE:** September 2, 2026

TO: The Granby Intra Board Advisory Committee (IBAC)

FROM: Mike Walsh, Granby Town Manager

REGARDING: **CLA Shared Services Engagement and Funding Approval**

Related to the joint Board of Education (BOE) and Town Request for Proposal (RFP) on "Shared Services", with interviews completed and the decision to engage CLA to begin the estimated 12 week process made, attached please find the CLA engagement letter for your review and approval.

Further, the BOE and Town have tentatively agreed to equally share the $28,350 cost of the engagement with each entity completing the process to put the necessary funding into place.

Accordingly, I respectfully request that the IBAC approve the following motion.

Proposed Motion:
Move that the Intra Board Advisory Committee (IBAC) approve of the attached September 1, 2026 engagement agreement with CLA at a cost of $28,350; and further to direct the Town Manager to execute the agreement and any other corresponding documents to allow the process to begin..

I will be on hand at your meeting if anyone has any questions. Thank you.

CliftonLarsonAllen LLP
https://www.claconnect.com

September 1, 2026

Outsourcing - Business Risk Services

This agreement constitutes a statement of work ("SOW") under the master service agreement ("MSA") dated September 1, 2026, or superseding MSA, made by and between CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") and Town of Granby ("you," "your," or "the entity"). We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services CLA will provide for the entity.

We will perform the engagement in accordance with the Statement on Standards for Consulting Services issued by the American Institute of Certified Public Accountants. We will not perform management functions, make management decisions, or act or appear to act in a capacity equivalent to that of an employee. However, we will provide advice and recommendations to assist you in performing its functions and making its decisions.

Assessment of Board of Education and Town Shared Services Opportunities

Objective
The objective of the project is to provide professional advisory services to the Town of Granby for an Assessment of the Board of Education and Town Shared Services opportunities specific to the tasks and activities described below in the Objectives and Scope section. We will assist you with the following:

- Review and assessment of existing Town and Board of Education administrative operations to assess the ability of the organization as a whole to share or otherwise consolidate operations including but not limited to the functional areas of Human Resources, Finance, Budgeting, Accounting, Facilities, Custodial, Risk Management, and Purchasing.
- Stakeholder interviews with key personnel to understand current workflows, processes, and interrelationships of both organizations.
- Review and evaluation of software and technology platforms utilized by both the Town and BOE, including recommendations for a holistic technology platform approach that best meets the needs of both entities.
- Organizational analysis, including review of collective bargaining agreements, staffing models, and reporting structures and other impacts to consolidation of departments/operations.
- Development of a proposed unified organizational structure(s) (if appropriate) with supporting rationale.
- Development of a proposed implementation timeline.

Approach

Our approach emphasizes active involvement by management throughout the process. The consulting engagement will be performed with the following components:

Functional Area and Process	Detailed Coverage of Functional Area and Process
Draft Report	CLA will synthesize insights gathered from stakeholder interviews, documentation reviews, and operational walkthroughs to develop a comprehensive set of findings and recommendations. These recommendations will address identified control gaps, propose potential organizational or structural enhancements for shared services models, and offer actionable strategies for streamlining operations and improving service delivery.
Organizational and Consolidation Feasibility Analysis; Development of Proposed Model(s)	CLA will review relevant union contracts/collective bargaining agreements for the in-scope functional areas and personnel to determine compatibility and/or any factors that will need to be considered prior to merging/sharing operations (e.g., pay discrepancies, scheduling differences, benefits). CLA will generate a shared services model(s) for the Town/BOE to consider. A phased approach may be proposed. Additionally, CLA will determine recommendations for technologies to utilize under the shared model. Any additional, “up-front” estimated costs, as well as potential cost-savings, will be documented.
Engagement Planning, Document Request, and Kickoff	CLA will request relevant documentation within the scope of work and facilitate a kickoff meeting to finalize the plan, including sequencing, roles, and timelines with all relevant staff. CLA will also review the current policies, procedures and protocols associated with the potential shared services operations. Job descriptions and other appropriate documents will also be reviewed at this time.

Review with Leadership	CLA will meet with Granby's leadership team to present our initial findings and recommendations and collaborate to refine and tailor recommendations based on strategic priorities.
Finalize Report; Conclude Engagement	CLA will incorporate feedback or changes to deliver the final report to the Town. CLA can be available, as needed, to present the findings and recommendations associated with this assessment to the Town and applicable Boards.
Interviews and Walkthroughs	CLA consultants will conduct interviews and process walkthroughs with relevant members of the staff within the in-scope areas (including HR, Finance, Budgeting, Accounting, Facilities, Custodial, Risk Management, and Purchasing), as well as related functions or departments, and project stakeholders to gain a comprehensive understanding of current practices and Town/BOE perspectives.

Scope of services

Because our engagement will not constitute an examination made in accordance with attestation standards established by the American Institute of Certified Public Accountants or an audit made in accordance with auditing standards generally accepted in the United States of America, we will not express an opinion or any other form of assurance on any of the items described in the Objective and Approach section, on the financial statements of the entity taken as a whole, or on compliance with laws and regulations. Also, we will not express an opinion or provide any assurance on the effectiveness of the entity's internal control over financial reporting, internal control over compliance, or any part thereof.

Client information requirements

You agree to be solely responsible for the accuracy, completeness, and reliability of all of your data and information that you provide CLA for our engagement. You also agree to provide CLA with all necessary information on or before the requested due date to allow CLA to adhere to the project schedule. A list of information we expect to need and the dates required will be provided in a separate communication.

The entity agrees it is solely responsible for the accuracy, completeness, and reliability of all of the entity's data and information that it provides CLA for our engagement. The entity agrees it will provide any requested information on or before the date we commence performance of the services.

Management responsibilities

Management is responsible for identifying applicable laws and regulations and ensuring the entity complies with them. Management is responsible for taking timely and appropriate steps to address any compliance

concerns, noncompliance, or recommendations that we may identify. Management is responsible for the design, implementation, and maintenance of effective internal control over financial reporting and over compliance, including evaluating and monitoring ongoing activities, (1) relevant to the preparation and fair presentation of financial statements that are free from material misstatement, (2) to prevent and detect fraud, and (3) to verify that the entity complies with applicable laws and regulations.

The procedures will be performed with the understanding that management of the entity is responsible for: (1) designating an individual who possesses suitable skill, knowledge, or experience, preferably within senior management, to be responsible for the internal audit function, (2) determining the scope, risk, and frequency of internal audit activities, including those performed by CLA, (3) evaluating the findings and results arising from the internal audit activities, including those performed by CLA, and (4) evaluating the adequacy of the internal audit procedures performed and the findings resulting from the performance of those procedures.

Our services are not intended to benefit or influence any person or entity other than the entity and, accordingly, no other person or entity can legally rely on it.

CLA's relationship with you shall be solely that of an independent contractor and nothing in the MSA or a SOW shall be construed to create or imply any relationship of employment, agency, partnership, or any relationship other than an independent contractor.

Deliverables
We will maintain ongoing communication with the liaison assigned to work closely with CLA and will meet with management leaders, as requested, regarding the status of our progress throughout this engagement. We will document the results of the engagement in a formal report to management and those charged with governance summarizing the procedures performed, the results of those procedures, and any recommendations that we may have.

If for any reason we are unable to complete the engagement, we will not issue a report as a result of the engagement.

Timing
This SOW shall become effective as of the date signed by Town of Granby and continue through completion of services as described in the Objective and Approach section. We will start performing our services based on a mutually agreeable schedule to be determined upon contract acceptance.

Fees
Our professional fee is $27,000.00. We will also bill for direct expenses (including travel, report production, postage, etc.), plus a technology and client support fee calculated by applying CLA's percentage rate in effect at the time of invoicing to the professional fees billed on the invoice. This estimate is based on anticipated cooperation from your personnel and their assistance with locating requested documents and preparing requested schedules. If the requested items are not available on the dates required or are not accurate, the fees and expenses will likely be higher. Our invoices, including applicable state and local taxes, will be rendered as work progresses and are payable on presentation.

In the event CLA's services are terminated for whatever reason during the project, the entity will promptly compensate CLA for all professional services rendered and related fees and out-of-pocket expenditures through the date of termination.

Employee Hire Fee
You acknowledge that the personnel provided by CLA under this Agreement possess unique skills and knowledge acquired through their work with CLA. Should you directly or indirectly hire or engage any CLA employee, whether as an employee, contractor or consultant, who has been involved in providing services under this Agreement within the preceding 12 months, you agree to pay CLA a Placement Fee. The Placement Fee shall be calculated as the greater of 30% of either 1) the CLA's employee's annual salary upon separation from CLA or 2) the individual's annual salary, bonuses and any other form of remuneration as offered by you.

The fee shall be due and payable within 30 days of the employee's commencement of work with you.

The Employee Hire Fee Provision shall not apply where the employee independently applies to a publicly advertised position or if the employee has not provided services to you within the last 12 months prior to their employment.

Failure to comply with this provision shall entitle CLA to seek legal remedies, including but not limited to injunctive relief and recovery of legal costs incurred in enforcing this clause.

Indemnity
For the services described in this SOW, you agree to indemnify and hold harmless CLA, its successors and affiliates, officers, employees, and agents from any claims brought or asserted by any other person, third party, or governmental body for any loss, damages, liabilities, remedies, or cause of action, and from any reasonable expenses incurred in defending against any such claims or actions (including attorney fees) arising from or relating to the services performed by any CLA party.

Legal Compliance
The entity agrees to assume sole responsibility for full compliance with all applicable federal and state laws, rules or regulations, and reporting obligations that apply to the entity or the entity's business, including the accuracy and lawfulness of any reports the entity submits to any government regulator, authority, agency, or entity. The entity also agrees to be solely responsible for providing legally sufficient substantiation, evidence, or support for any reports or information supplied by the entity to any governmental or regulatory body, or for any insurance reimbursement in the event that the entity is requested to do so by any lawful authority. CLA, its successors, affiliates, officers, and employees do not assume or undertake any duty to perform or to be responsible in any way for any such duties, requirements, or obligations.

Other
This agreement will remain in effect until it is terminated by either party on thirty (30) days written notice, with or without cause. In the event of termination, the terms of this agreement shall survive and remain in effect.

Termination of SOW

Either party (you or CLA) may terminate this particular SOW at any time by giving 30 days written notice to the other party. Upon termination of this particular SOW, the provisions of this SOW and the existing MSA shall continue to apply to all services rendered prior to termination.

Agreement

We appreciate the opportunity to provide the services described in this SOW related to the MSA. All terms and provisions of the MSA shall apply to these services. If you agree with the terms of this SOW, please sign below to indicate your acknowledgement and understanding of, and agreement with, this SOW.

CLA
CLA

SIGN:

Brian Pye, Principal

DATE:

Client
Town of Granby

SIGN:

Mike Walsh

DATE:

TOWN OF GRANBY

MEMORANDUM **DATE:** September 2, 2026

TO: The Granby Intra Board Advisory Committee (IBAC)

FROM: Mike Walsh, Granby Town Manager

REGARDING: **Titan Energy Efficiency Bid Administration Agreement Approval**

The Town of Granby's three priorities with respect to energy conservation and efficiency include:

1. Competitively bidding electricity, diesel, gasoline, and heating oil
2. Exploring the feasibility of solar arrays via canopy or on Town buildings
3. Addressing building envelopes with energy efficiency measures

With the help of the Conservation Commission and Town resident Jim Szipszky, the Town had energy efficiency scoping studies completed on five town buildings using CHA, an engineering firm paid for by Eversource. With those scoping studies in hand, the Town is using Titan, a CCM preferred vendor to act as the Town's "Clerk of the Works" to competitively bid the necessary work. Titan will also coordinate grants and a zero-interest loan of up to $1 million with Eversource to further reduce the Town's cost on work that is inevitable (meaning HVAC equipment that is at end of life).

Further, in a nod to shared services, and in order to increase the scope of the RFP Titan will issue to further drive efficiencies, four school buildings as well as the BOE Central Office will be scoped by Titan for inclusion into the bid making additional grants and a second pool of $1 million zero interest loan available to offset some of the costs of the work.

The benefits of this process and resulting bid if successful include:

1. Town and BOE buildings will enjoy a higher level of energy efficiency
2. Grants and zero interest loans will be secured, reducing taxpayer replacement costs
3. Work accomplished by this process will stretch the December bonding if approved
4. Efficiency improvements completed now will capture savings today rather than in 2032
5. Work accomplished by this process will reduce the size of future bond issues

Accordingly, I respectfully request that the IBAC approve the following motion.

Proposed Motion:
Move that the Intra Board Advisory Committee (IBAC) approve of the attached Energy and Efficiency Agreement with Titan; and further to direct the Town Manager and Superintendent of Schools, respectively, to execute the agreement and any other related documents to allow the process to begin.

CCM Energy

Energy Purchasing Program

How CCM members are saving millions on energy

Since 2004, CCM's Energy Purchasing program has saved participating CCM-member municipalities, school districts and local public agencies tens of millions of tax dollars on the purchase of electricity, natural gas, and renewable energy. By leveraging the buying clout of the CCM membership, this service helps members by quantifying their energy needs, procuring competitive bids, negotiating and analyzing the proposed contracts from each bidder/supplier — and ultimately securing more cost-effective sources of energy.

Key Benefits

As part of this service, CCM Energy will provide:

- **Competitive bids** from multiple suppliers
- **Negotiation and analysis of proposed contracts** from each supplier
- **Competitive pressure** on contract terms and pricing
- **Opportunity for long-term savings** for your municipality's energy needs

All CCM member municipalities are eligible to take advantage of this program — including school districts and local public agencies.

Program Provider

CCM has retained Titan Energy New England to assist in the procurement and delivery of these services. Founded in 2001, Titan is one of Connecticut's most experienced energy consultants, offering commodity procurement to +3,000 commercial, industrial & municipal customers across all deregulated states. With an extensive network of supply partners and +140 years of senior energy industry and management experience, Titan Energy New England team of professionals can manage large aggregations or individual procurements.

TITAN ENERGY

We are an independent energy consulting firm with in-depth knowledge of energy procurement, demand-side management, and onsite generation services in all competitive markets throughout North America. Titan Energy creates comprehensive energy management strategies utilizing data to control and reduce energy costs.



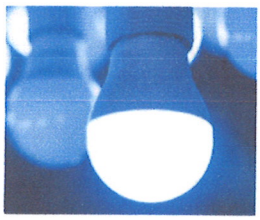
Energy Procurement

Whether it's electricity or natural gas, our team will create a comprehensive energy procurement strategy. Utilizing data to control and reduce energy costs, Titan Energy will work with you to cut through the complexity of energy and natural gas markets with customized, creative energy procurement solutions.



Renewable Energy

We help businesses and municipalities identify the best applications for renewable energy implementation, competitively bid each project to qualified developers, verify system performance over time and ensure your project saves money as expected.



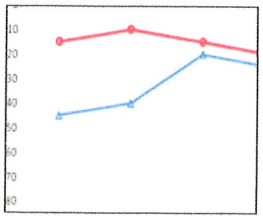
Energy Efficiency

We can help you manage your energy consumption by offering comprehensive energy efficiency project management services and turn-key implementation services. From lighting and controls, to HVAC and mechanical upgrades, to site audits; Titan Energy is your expert strategic advisor of energy efficiency projects of all sizes.



EV Charging

Transitioning to an electric transportation economy requires businesses, municipalities, and residential properties to offer electric vehicle charging stations. Titan Energy's expert team will help your organization navigate the options available on the market and secure turn-key charging solutions.



Track Operational Efficiency

Easily manage your corporate energy use, visualize your portfolio of facilities, and respond to energy trends using Titan Energy's Intelligence platform. Our team will expertly analyze your monthly costs and usage to identify areas for improvement.

TO SCHEDULE A CONSULTATION: TITANENERGYNE.COM

www.titanenergyne.com | 877.285.8590 | info@titanenergyne.com

TITAN SOLUTIONS, LLC — BID ADMINISTRATION AGREEMENT

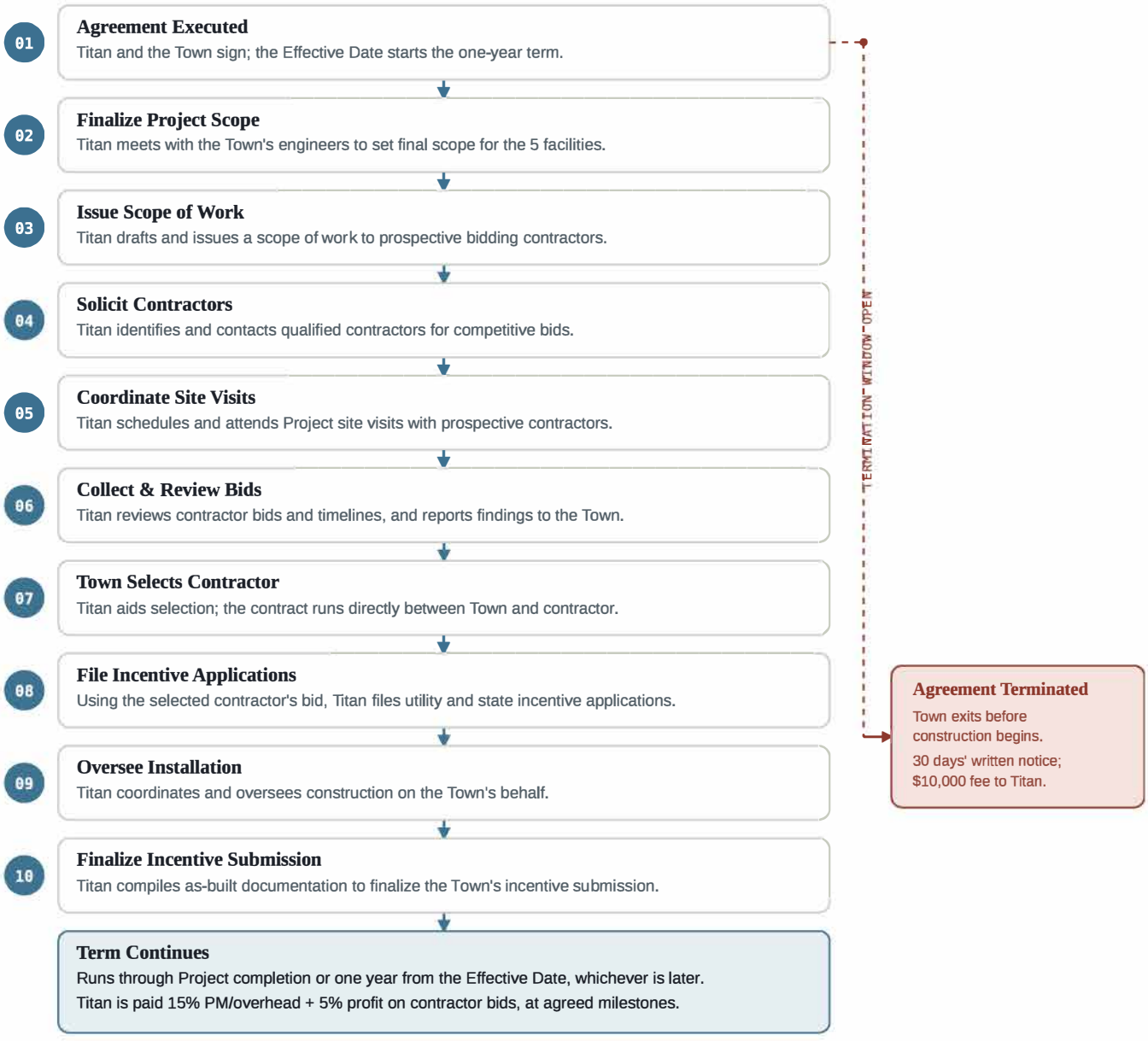
Next Steps: Town of Granby Bid Administration

CLIENT **Town of Granby** ADMINISTRATOR **Titan Solutions, LLC** SCOPE **5 facilities — Exhibit A**

PREPARED **September 1, 2026**

Town Hall | Granby Senior Center | Granby Police Department | Granby Public Works Department | Frederick H. Cossitt Library

01 Process Flow



Summarizes the process described in the Bid Administration Agreement between **Titan Solutions, LLC** and the **Town of Granby**, for internal planning only — not a substitute for the executed Agreement.

ENERGY EFFICIENCY BID ADMINISTRATION AGREEMENT

This Agreement ("Agreement") dated and effective as of _____ (the "Effective Date") is entered into by and between Titan Solutions, LLC ("Titan") and **Town of Granby** ("Town" or "Client"). Titan and Client may hereinafter be referred to individually as a "Party" and collectively as the "Parties". This Agreement provides the general terms under which Titan shall serve as bid administrator for the energy efficiency project(s) described herein.

Bid Administration Services (the "Services")

- Titan shall serve as Town's bid administrator for the energy efficiency projects at the facilities listed on Exhibit A (the "Projects"), and shall interface with Client and Client's engineering resources to finalize the scope of the Projects.
- For each Project listed on Exhibit A, Titan shall design and prepare a scope of work and issue it to prospective bidding contractors as the basis for their competitive bids.
- Titan shall solicit and contact qualified contractors for competitive installation bids related to the Projects and shall coordinate and attend Project site visits with prospective contractors.
- Titan shall collect, review, and communicate contractor bids and proposed installation timelines to Client, and shall aid Client in contractor selection.
- Titan shall coordinate and oversee Project installation on Client's behalf.
- With data provided by engineering resources and the selected contractor(s), Titan shall work in conjunction with such resources to file applicable utility and/or state incentive applications on behalf of Client.

Client Responsibilities

Client shall provide Titan with the information and documentation reasonably required for Titan to perform the Services, including but not limited to copies of utility bills, facility blueprints, environmental documentation, and other necessary forms. Titan shall not have any obligations related to agreements entered into directly between Client and contractors.

Exclusivity

Client shall work exclusively with Titan for bid administration Services relating to the Projects during the term of this Agreement.

Term

The term of this Agreement commences on the Effective Date and terminates the later of one (1) year from the Effective Date or upon completion of the Projects. Prior to commencement of construction of the Projects, Client may terminate this Agreement upon thirty (30) days' written notice. If Client terminates this Agreement prior to commencement of construction, Client shall pay Titan a termination fee of $10,000.

Fee

Titan's compensation shall be structured as outlined on Exhibit B.

Confidentiality

Neither Party shall, during the term of this Agreement and within two (2) years after its expiration, disclose any proprietary or confidential information relating to the Services, this Agreement, or the other Party's business or operations without the prior written consent of the other Party, except as required by the Connecticut Freedom of Information Act or other applicable law.

Law Governing

This Agreement shall be governed by the laws of the State of Connecticut. Any dispute among the Parties relating to the terms of this Agreement shall be adjudicated in the Courts of the State of Connecticut at the Hartford Judicial District.

Limited Warranties and Disclaimers

Titan hereby disclaims any and all warranties, express or implied, with respect to the Services rendered hereunder, including without limitation any implied warranty of merchantability or fitness for a particular purpose and warranties arising by statute or otherwise in law or from a course of dealing or use of trade, as to any matter. Without limiting the generality of the foregoing, the Services are provided "as is," as available, and with all faults, and Titan does not warrant that the Services will meet all of Client's requirements or that the provision of the Services will be uninterrupted, error-free, or free from defects.

Titan's liability to Client for any action in contract or tort, including without limitation negligence or strict liability, for any loss or injury arising out of, connected with, or resulting from the performance or breach of this Agreement shall not exceed the compensation actually received by Titan in the twelve (12) months immediately preceding the loss or injury. In no event shall Titan be liable to Client for any indirect, incidental, punitive, or other consequential damages arising out of or in connection with this Agreement.

Insurance

Titan shall be responsible for maintaining insurance coverage in force for the life of this Agreement with an insurance company(ies) with an AM Best Rating of A-VII or better, licensed to write such insurance in the State of Connecticut and acceptable to Client. Each contractor or installer selected for a Project shall also maintain insurance coverage acceptable to Client.

Non-Appropriation

Client's obligations under this Agreement are subject to the annual appropriation of funds by the applicable Connecticut municipal budgetary process. Nothing in this Agreement shall be construed as obligating Client to expend, or as a pledge of, funds not yet appropriated for this purpose.

Notice

To Titan:

Titan Energy

750 Main Street

Suite 1000

Hartford, CT 06103

To Client:

Town of Granby

Attn: Town Manager

15 North Granby Road

Granby, CT 06035

Entire Agreement

This Agreement constitutes the entire Agreement between Client and Titan. Any modification or additions to this Agreement must be in writing and signed by all Parties.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be duly executed by their authorized representatives as of the dates shown.

Town of Granby	Titan Solutions, LLC
Signature: _____	Signature: _____
Name: _____	Name: _____
Title: _____	Title: _____

Exhibit A – Projects

The following Town of Granby facilities are included within the scope of this Agreement:

- Town Hall
- Granby Senior Center
- Granby Police Department
- Granby Public Works Department
- Frederick H. Cossitt Library

Exhibit B – Fee

The following shall be added to contractor bids and paid to Titan upon milestones to be mutually agreed upon:

- Project Management & Overhead: 15% of Project Cost
- Project Profit: 5% of Project Cost

TITAN SOLUTIONS, LLC — BID ADMINISTRATION AGREEMENT

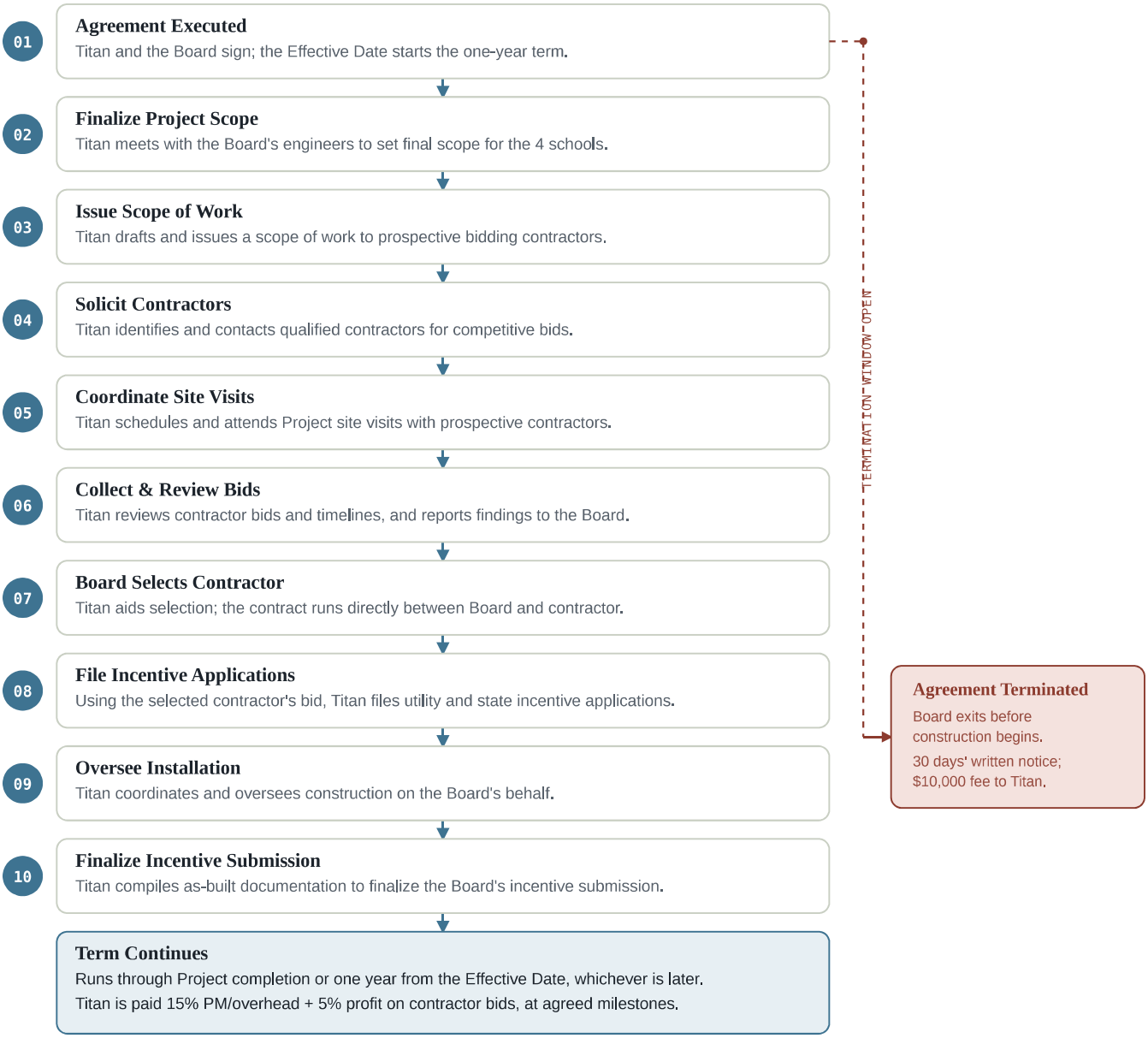
Next Steps: Granby Bid Administration

CLIENT **Granby Board of Education** ADMINISTRATOR **Titan Solutions, LLC** SCOPE **4 facilities — Exhibit A**

PREPARED **September 1, 2026**

Kelly Lane School | Wells Road School | Granby Memorial Middle School | Granby Memorial High School

01 Process Flow



Summarizes the process described in the Bid Administration Agreement between **Titan Solutions, LLC** and the **Granby Board of Education**, for internal planning only — not a substitute for the executed Agreement.

ENERGY EFFICIENCY BID ADMINISTRATION AGREEMENT

This Agreement ("Agreement") dated and effective as of _____ (the "Effective Date") is entered into by and between Titan Solutions, LLC ("Titan") and **Granby Board of Education** ("Board" or "Client"). Titan and Client may hereinafter be referred to individually as a "Party" and collectively as the "Parties". This Agreement provides the general terms under which Titan shall serve as bid administrator for the energy efficiency project(s) described herein.

Bid Administration Services (the "Services")

- Titan shall serve as Board's bid administrator for the energy efficiency projects at the facilities listed on Exhibit A (the "Projects"), and shall interface with Client and Client's engineering resources to finalize the scope of the Projects.
- For each Project listed on Exhibit A, Titan shall design and prepare a scope of work and issue it to prospective bidding contractors as the basis for their competitive bids.
- Titan shall solicit and contact qualified contractors for competitive installation bids related to the Projects and shall coordinate and attend Project site visits with prospective contractors.
- Titan shall collect, review, and communicate contractor bids and proposed installation timelines to Client, and shall aid Client in contractor selection.
- Titan shall coordinate and oversee Project installation on Client's behalf.
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Client Responsibilities

Client shall provide Titan with the information and documentation reasonably required for Titan to perform the Services, including but not limited to copies of utility bills, facility blueprints, environmental documentation, and other necessary forms. Titan shall not have any obligations related to agreements entered into directly between Client and contractors.

Exclusivity

Client shall work exclusively with Titan for bid administration Services relating to the Projects during the term of this Agreement.

Term

The term of this Agreement commences on the Effective Date and terminates the later of one (1) year from the Effective Date or upon completion of the Projects. Prior to commencement of construction of the Projects, Client may terminate this Agreement upon thirty (30) days' written notice. If Client terminates this Agreement prior to commencement of construction, Client shall pay Titan a termination fee of $10,000.

Fee

Titan's compensation shall be structured as outlined on Exhibit B.

Confidentiality

Neither Party shall, during the term of this Agreement and within two (2) years after its expiration, disclose any proprietary or confidential information relating to the Services, this Agreement, or the other Party's business or operations without the prior written consent of the other Party, except as required by the Connecticut Freedom of Information Act or other applicable law.

Law Governing

This Agreement shall be governed by the laws of the State of Connecticut. Any dispute among the Parties relating to the terms of this Agreement shall be adjudicated in the Courts of the State of Connecticut at the Hartford Judicial District.

Limited Warranties and Disclaimers

Titan hereby disclaims any and all warranties, express or implied, with respect to the Services rendered hereunder, including without limitation any implied warranty of merchantability or fitness for a particular purpose and warranties arising by statute or otherwise in law or from a course of dealing or use of trade, as to any matter. Without limiting the generality of the foregoing, the Services are provided "as is," as available, and with all faults, and Titan does not warrant that the Services will meet all of Client's requirements or that the provision of the Services will be uninterrupted, error-free, or free from defects.

Titan's liability to Client for any action in contract or tort, including without limitation negligence or strict liability, for any loss or injury arising out of, connected with, or resulting from the performance or breach of this Agreement shall not exceed the compensation actually received by Titan in the twelve (12) months immediately preceding the loss or injury. In no event shall Titan be liable to Client for any indirect, incidental, punitive, or other consequential damages arising out of or in connection with this Agreement.

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Client's obligations under this Agreement are subject to the annual appropriation of funds by the applicable Connecticut municipal budgetary process. Nothing in this Agreement shall be construed as obligating Client to expend, or as a pledge of, funds not yet appropriated for this purpose.

Notice

To Titan:

Titan Energy

750 Main Street

Suite 1000

Hartford, CT 06103

To Client:

Granby Board of Education

Attn: Superintendent of Schools

15-B North Granby Road

Granby, CT 06035

Entire Agreement

This Agreement constitutes the entire Agreement between Client and Titan. Any modification or additions to this Agreement must be in writing and signed by all Parties.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be duly executed by their authorized representatives as of the dates shown.

Granby Board of Education	Titan Solutions, LLC
Signature: _____	Signature: _____
Name: _____	Name: _____
Title: _____	Title: _____

Exhibit A – Projects

The following Granby Public Schools facilities are included within the scope of this Agreement:

- Kelly Lane School
- Wells Road School
- Granby Memorial Middle School
- Granby Memorial High School

Exhibit B – Fee

The following shall be added to contractor bids and paid to Titan upon milestones to be mutually agreed upon:

- Project Management & Overhead: 15% of Project Cost
- Project Profit: 5% of Project Cost