



TO: President Gardiner and Members of the Town Council

FROM: Jill E. DiTommaso, PE  
Deputy Town Manager

DATE: May 1, 2023

RE: Town Hall Complex Generator Upgrade

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**Background**

In November 2021, the Town Council awarded a contract to Continental Electric Co., Inc. to install a new generator for the Town Hall complex. Work began on the project last fall and was completed in January. All outstanding punch list items have been addressed by the Contractor. They are requesting a Certificate of Final Completion and Release of Retainage on the project.

**Recommendation**

By motion and voice vote, approve the release of retainage in the amount of \$31,380.50 to Continental Electric Co., Inc. for the Town of Munster Generator System Upgrade project.