



# ST. CHARLES PARISH

## DEPARTMENT OF PUBLIC WORKS

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Website: [www.stcharlesparish-la.gov](http://www.stcharlesparish-la.gov)

V.J. ST. PIERRE, JR.  
PARISH PRESIDENT

SAM SCHOLLE  
DIRECTOR

December 2, 2015

Burk-Kleinpeter, Inc.  
4176 Canal Street  
New Orleans, La 70118-5994  
Attn: Mr. Michael Jackson, P.E.

**RE: Willowridge Levee Pump Station - Phase II  
St. Charles Parish Project No. P080905-4A  
State Project No. H.010102  
Work Change Directive #1**

Dear Mr. Jackson:

Please find enclosed one (1) fully executed Work Change Directive #1 for the above referenced project for your file.

Respectfully,

Sam Scholle  
Director of Public Works/Wastewater

cc: Rennan Duffour, Project Manager of Public Works  
Lewis Bernard, PE, Burk-Kleinpeter, Inc.  
Sreeni Bollu, PE, Burk-Kleinpeter, Inc.  
Rhett Mouton, PE, Burk-Kleinpeter, Inc.  
Holly Fonseca, MBA, Grants Officer  
Rachel Whitener, Accountant of Public Works  
Project File P080905-4A

**SECTION 00805**

**WORK CHANGE DIRECTIVE**

No. 1

DATE OF ISSUANCE October 27, 2015 EFFECTIVE DATE \_\_\_\_\_

Owner: St. Charles Parish

Contractor: Sealevel Construction Inc.

Contract: \_\_\_\_\_

Project: Willowridge Drainage Pump Station

Owner's Contract No.: P080905-4A Engineer's Contract No.: NO.12.019

ENGINEER: Burk-Kleinpeter, Inc.

Contractor is directed to proceed promptly with the following change(s):

Description: In response to RFI 5 Contractor shall install an Owner approved 2" water meter near the intersection of Lafayette Dr. Willowridge Drive and a 2" Backflow Preventer (as submitted in submittal #12) immediately downstream of the water meter. Piping shall be run from the backflow preventer to the waterline shown on Sht. C2.0.

Attachments: (List documents supporting change) Sht 1 of 1 "Waterline Connection"

**Purpose for Work Change Directive:**

Directive to proceed promptly with the Work described herein, prior to agreeing to changes on Contract Price and Contract Time, is issued due to: *(check one)*

- ☐ Non-agreement on pricing of proposed change.  
☒ Necessity to proceed for schedule or other project reasons.

**Estimated Change in Contract Price and Contract Times (non-binding, preliminary):**

Contract Price: \$ 4,780.00 increase

Contract Time 1 days increase

**Basis of estimated change in Contract Price:**

- ☒ Lump Sum ☒ Unit Price  
☐ Cost of the Work ☐ Other

Recommended:	Limited Authorization By*:	Received:
By: <u>[Signature]</u>	By: <u>[Signature]</u>	By: <u>[Signature]</u>
Engineer (Authorized Signature)	Owner's Representative*	Contractor (Authorized Signature)
Title: <u>EXEC. VICE PRESIDENT</u>	Title: <u>PAROLEE PUGH</u>	Title: <u>PRESIDENT</u>
Date: <u>NOV 30 2015</u>	Date: <u>12-1-15</u>	Date: <u>16/NOV/15</u>

\*Owner's Representative is not authorized to finalize a Change Order nor does the Work Change Directive substitute the Change Order process as more fully set out in the General Conditions of the Construction Contract.

Approved by Funding Agency (if applicable)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_

