



St. Charles Parish Clerk of Court  
P.O. Box 424  
Hahnville, LA 70057

Phone (985) 783-6632

**Lance Marino**  
Clerk of Court  
Parish of St. Charles

Certified Copy

*ord. 24-12-4*  
*2024-0383*

**Instrument Number: 485621**

**Book/Index: MOB**

**Document Type: CONTRACT CHANGE ORDER**

**Recording Date: 12/06/2024 10:28 AM CST**

**Grantor 1: ST CHARLES PARISH DEPARTMENT OF PUBLIC WORKS**

**Grantee 1: KASS BROS INC**

THIS PAGE IS RECORDED AS PART OF YOUR DOCUMENT AND  
SHOULD BE RETAINED WITH ANY COPIES.

THE ATTACHED DOCUMENT IS A **CERTIFIED TRUE AND CORRECT COPY** THAT WAS  
RECORDED ON THE DATE AND TIME LISTED ABOVE AND CERTIFIED ON THE SAME.



*Aubrey Waguespack*  
Aubrey Waguespack, Deputy Clerk

2024-0383

INTRODUCED BY: MATTHEW JEWELL, PARISH PRESIDENT  
(DEPARTMENT OF PUBLIC WORKS)

ORDINANCE NO. 24-12-4

An ordinance approving and authorizing the execution of Change Order No. 1 with Kass Bros., Inc., for Concrete Maintenance 2023-24 (Project No. P230803), to increase the contract amount by \$193,430.85 and increase the contract time by thirty-five (35) days.

WHEREAS, Ordinance No. 22-7-2 adopted on July 5, 2022, by the St. Charles Parish Council, approved and authorized the execution of a Professional Services Agreement with Digital Engineering & Imaging, Inc., to perform planning services for the Road Maintenance 2022-23 (Project No. P220501), in the not to exceed amount of \$316,728.72; and,

WHEREAS, Ordinance No. 23-9-2 adopted on September 25, 2023, by the St. Charles Parish Council, approved and authorized the execution of Amendment No. 1 to Ordinance No. 22-7-2, which approved the Professional Services Agreement with Digital Engineering & Imaging, Inc. to perform planning services for the Road Maintenance 2022-23 (Project No. P220501), adding Concrete Maintenance 2023-24 (Project No. P230803), in the amount of \$211,740.00; and,

WHEREAS, Ordinance No. 24-7-19 adopted on July 22, 2024, by the St. Charles Parish Council, approved and authorized the execution of a Contract with Kass Bros., Inc., for Concrete Maintenance 2023-24 (Project No. P230803), in the amount of \$914,593.10; and,

WHEREAS, it is necessary to amend the contract and incorporate items and additional quantities added during construction that improved the quality of the roadway; and,

WHEREAS, St. Charles Parish and Kass Bros., Inc., have mutually agreed to increase the contract amount by \$193,430.85 and increase the contract time by thirty-five (35) days to complete the work.

THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:

SECTION I. That Change Order No. 1 for Concrete Maintenance 2023-24 (Project No. P230803), to increase the contract amount by \$193,430.85 and increase the contract time by thirty-five (35) days is hereby approved and accepted.

SECTION II. That the Parish President is hereby authorized to execute said Change Order on behalf of St. Charles Parish.

The foregoing ordinance having been submitted to a vote, the vote thereon was as follows:

YEAS: MOBLEY, FONSECA, WILSON, SKIBA, PILIE, COMARDELLE,  
O'DANIELS, FISHER, DEBRULER

NAYS: NONE

ABSENT: NONE

And the ordinance was declared adopted this 2nd day of December, 2024, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: Bry Fisher

SECRETARY: Michelle Dupontato

DLVD/PARISH PRESIDENT: December 3, 2024

APPROVED: ✓ DISAPPROVED:       

PARISH PRESIDENT: Matthew Jewell

RETD/SECRETARY: December 4, 2024

AT: 11:00 am RECD BY: [Signature]

CERTIFIED TRUE & CORRECT AS PER  
MINUTES DATED 12/2/2024

Michelle Dupontato  
SECRETARY  
ST. CHARLES PARISH COUNCIL

CHANGE ORDER

No. 01

DATE OF ISSUANCE 10/29/24

EFFECTIVE DATE 10/29/24

OWNER: St Charles Parish  
CONTRACTOR: Kass Bros., Inc.  
CONTRACT: Concrete Maintenance 2023-24  
PROJECT: Concrete Maintenance 2023-24  
OWNER's Contract No. P230803 ENGINEER's Contract No. P230803  
ENGINEER Digital Engineering & Imaging, Inc.

You are directed to make the following changes in the Contract Documents:  
Description:

- 1. Add the Following Work Items:
  - a # X001: DRAINAGE PIPE REPLACEMENT  
Addition of \$ 11,508.75 (LF). 55 LF @ \$209.25/LF.
  - b # X002: DRIVEWAY REPLACEMENT  
Addition of \$ 12,497.00 (SY). 100 SY @ \$124.97/SY
  - c # X003: GRADE AND COMPACT EXISTING BASE  
Addition of \$ 9,538.00 (SY). 3800 SY @ \$2.51/SY.Total of Added Work Items = (+\$33,543.75)
- 2. Revise the Following Work Item Quantities:
  - a # 020: REMOVAL OF PORTLAND CEMENT CONCRETE PAVEMENT  
Addition of \$ 22,046.45 (SY). 1296.85 SY @ \$17.00/SY
  - b # 030: PORTLAND CEMENT CONCRETE PAVEMENT  
Addition of \$ 125,146.03 (SY). 1296.85 SY @ \$96.50/SY.
  - c # 050: REMOVAL OF CURBS (CONCRETE)  
Addition of \$ 224.16 (LF). 742.2 LF @ \$124.97/SY
  - d # 060: CONCRETE CURB  
Addition of \$ 11,955.20 (LF). 742.2 LF @ \$16.00/LF.
  - e # 070: SAW CUTTING  
Addition of \$ 515.26 (INLF). 5152.63 INLF @ \$0.10/INLFTotal of Change in Work Items Quantity = (+/- \$159,887.10)

Reason for Change Order:

- 1. Add Work Items
  - a. There was unexpected drainage pipe found in base during excavation.
  - b. Unforseen driveway repairs needed to match the finish grade of street panels
  - c. Existing base found to be in acceptable condition is not being removed. Due to the existing base not being removed it needs to have a finish grade and compaction before concrete is poured.
- 2. Revise Work Item Quantities
  - a. All existing contract items (020, 030, 050, 060, and 070) are being increased in quantities for the additional panels from adjacent work not included in the original estimate found to be in poor condition or needing replacement to create positive slope for drainage. These additional quantities were assessed and agreed upon

Attachments: FC01, FC02, and FC03, Engineer's Opinion of Probable Cost

CHANGE IN CONTRACT PRICE:
Original Contract Price \$ 914,593.10
Net Increase (Decrease) from previous Change Orders No. 0 to 1: \$ 0.00
Contract Price prior to this Change Order: \$ 914,593.10
Net increase (decrease) of this Change Order: \$ 193,430.85
Contract Price with all approved Change Orders: \$ 1,108,023.95

CHANGE IN CONTRACT TIMES:
Original Contract Times: Substantial Completion: 11/08/24 Ready for final payment: 11/08/24 (days or dates)
Net change from previous Change Orders No. 0 to No. 1: Substantial Completion: 0 Ready for final payment: 0 (days)
Contract Times prior to this Change Order: Substantial Completion: 11/08/24 Ready for final payment: 11/08/24 (days or dates)
Net increase (decrease) this Change Order: Substantial Completion: 35 Ready for final payment: 12/12/24 (days)
Contract Times with all approved Change Orders: Substantial Completion: 12/12/24 Ready for final payment: 12/12/24 (days or dates)

RECOMMENDED:

By: Stephani Rotundo

ENGINEER (Authorized Signature)

Date: 11/14/2024

APPROVED:

By: Matt Jewell

OWNER (Authorized Signature)

Date: 12/3/24

ACCEPTED:

By: [Signature]

CONTRACTOR (Authorized Signature)

Date: 11/14/24

\*\*Remainder of the attachments (6 pages) to this Change Order are on file and may be viewed at the St. Charles Parish Council Office, Courthouse, 15045 River Road, Hahnville.

WORK CHANGE DIRECTIVE

No. 01

DATE OF ISSUANCE 10/16/24 EFFECTIVE DATE 10/16/24

Owner: St Charles Parish  
Contractor: Kass Bros., Inc.  
Contract: P230803  
Project: Concrete Maintenance  
Owner's Contract No.: P230803 Engineer's Contract No.: 22R00001.001  
ENGINEER: Digital Engineering & Imaging, Inc.

Contractor is directed to proceed promptly with the following change(s):  
Description: Field Change Order 01 for the removal and replacement of drain laterals found to be in grade of the concrete and base. This will be added by \$ 209.25 per LF. Field Change Order 02 for the Driveway replacement with mesh. This will be added by a \$124.97 per SY. Field Change 03 for the grading and compaction of existing road base. This will be added by a \$2.51 per SY. There will also be an increase in quantity for removal and replacement of concrete. Due to adjacent panels in disrepair and some panels needing removal to account for negative drainage. This will add 1296.85 SY for removal and install of Portland Cement (Item 020 and 030), add 747.2 LF for removal and install of Concrete Curb (Item 050 and 060), and add 5152.6 INLF for Saw Cutting (Item 070). These additional quantities for removal and replacement of concrete have been accounted for as of 10/16/24. As additional quantities may be needed, future directives will document further additions or adjustments as they occur.

Attachments: FC01, FC02, and FC03, Engineer's Opinion of Probable Cost

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: \$ 193,430.85 (increase) [decrease]  
Contract Time 35 days (increase) [decrease]  
Basis of estimated change in Contract Price:  
☐ Lump Sum ☒ Unit Price  
☐ Cost of the Work ☐ Other

Recommended: Limited Authorization By\*: Received:  
By: [Signature] By: [Signature] By: [Signature]  
Engineer (Authorized Signature) Owner's Representative\* Contractor (Authorized Signature)  
Title: Senior Project Manager Title: Parish Engineer II Title: Vice President  
Date: 11/14/2024 Date: 11/14/2024 Date: 11/14/24

\*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: \_\_\_\_\_

MOB: 485621; Page: 3; Filed: 12/6/2024 10:28:20 AM [stcharles: AW]

ITEM NO.	DESCRIPTION OF WORK	Units	QTY	Unit Prices	SCHEDULED VALUE
Original Contract					
10	TEMPORARY CONSTRUCTION SIGNS AND BARRICADES	LS	1	\$ 5,000.00	\$ 5,000.00
20	REMOVAL OF PORTLAND CEMENT CONCRETE PAVEMENT	SY	5002	\$ 17.00	\$ 85,034.00
30	PORTLAND CEMENT CONCRETE PAVEMENT	SY	5002	\$ 96.50	\$ 482,693.00
40	CLASS II BASE COURSE (6" THICK)	SY	5777.6	\$ 16.00	\$ 92,441.60
50	REMOVAL OF CURBS (CONCRETE)	LF	3490	\$ 0.30	\$ 1,047.00
60	CONCRETE CURB	LF	3490	\$ 16.00	\$ 55,840.00
70	SAW CUTTING	INLF	22600	\$ 0.10	\$ 2,260.00
80	RELOCATION OF INFRASTRUCTURE ITEMS	LS	1	\$ 5,000.00	\$ 5,000.00
90	ADJUSTMENT OF MANHOLES	EA	5	\$ 400.00	\$ 2,000.00
91	ADJUSTMENT OF DRAINAGE STRUCTURES	EA	12	\$ 500.00	\$ 6,000.00
100	EXCAVATION	CY	1429	\$ 21.00	\$ 30,009.00
101	EMBANKMENT	CY	268	\$ 50.00	\$ 13,400.00
110	SODDING	SY	776	\$ 20.00	\$ 15,520.00
120	REFLECTORIZED RAISED PAVEMENT MARKERS (BLUE)	EA	2	\$ 350.00	\$ 700.00
140	MOBILIZATION / DEMOBILIZATION	LS	1	\$ 17,000.00	\$ 17,000.00
10	TEMPORARY CONSTRUCTION SIGNS AND BARRICADES	LS	1	\$ 700.00	\$ 700.00
20	REMOVAL OF PORTLAND CEMENT CONCRETE PAVEMENT	SY	600	\$ 17.00	\$ 10,200.00
30	PORTLAND CEMENT CONCRETE PAVEMENT	CY	600	\$ 96.50	\$ 57,900.00
40	CLASS II BASE COURSE (6" THICK)	SY	706.7	\$ 16.00	\$ 11,307.20
50	REMOVAL OF CURBS (CONCRETE)	LF	480	\$ 0.30	\$ 144.00
60	CONCRETE CURB	LF	480	\$ 16.00	\$ 7,680.00
70	SAW CUTTING	INLF	3163	\$ 0.10	\$ 316.30
100	EXCAVATION	CY	181	\$ 21.00	\$ 3,801.00
101	EMBANKMENT	CY	36	\$ 50.00	\$ 1,800.00
110	SODDING	SY	107	\$ 20.00	\$ 2,140.00
130	PLASTIC REFLECTIVE PAVEMENT STRIPING (24" WIDTH)	LF	24	\$ 90.00	\$ 2,160.00
140	MOBILIZATION / DEMOBILIZATION	LS	1	\$ 2,500.00	\$ 2,500.00
				Original Contract Total	\$ 914,593.10
Plan Change Order 01					
Field Change 01	DRAINAGE PIPE REPLACEMENT	LF	55	\$ 209.25	\$ 11,508.75
Field Change 02	DRIVEWAY REPLACEMENT	SY	100	\$ 124.97	\$ 12,497.00
Field Change 03	GRADE AND COMPACT EXISTING BASE	SY	3800	\$ 2.51	\$ 9,538.00
20	REMOVAL OF PORTLAND CEMENT CONCRETE PAVEMENT	SY	1296.85	\$ 17.00	\$ 22,046.45
30	PORTLAND CEMENT CONCRETE PAVEMENT	SY	1296.85	\$ 96.50	\$ 125,146.03
50	REMOVAL OF CURBS (CONCRETE)	LF	747.2	\$ 0.30	\$ 224.16
60	CONCRETE CURB	LF	747.2	\$ 16.00	\$ 11,955.20
70	SAW CUTTING	INLF	5152.6	\$ 0.10	\$ 515.26
				Plan Change 01 Total	\$ 193,430.85
				Revised Contract Amount	\$ 1,108,023.95