



ST. CHARLES PARISH

OFFICE OF THE COUNCIL SECRETARY

P.O. BOX 302 • HAHNVILLE, LOUISIANA 70057
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COUNCIL OFFICE MEMORANDUM

DATE: OCTOBER 6, 2025

TO: MR. MILES BINGHAM
PUBLIC WORKS DIRECTOR

FROM: MICHELLE IMPASTATO 
COUNCIL SECRETARY

RE: AMENDMENT NO. 2 TO ORDINANCE NO. 21-8-16
DES ALLEMANDS BOAT LAUNCH
(PROJECT NO. P210705)

On September 22, 2025, the St. Charles Parish Council adopted Ordinance No. 25-9-7 approving and authorizing the execution of Amendment No. 2 to Ordinance No. 21-8-16, which approved the Professional Services Agreement with Duplantis Design Group (DDG), to perform additional engineering services for the Des Allemands Boat Launch (Project No. P210705), to include construction administration and inspection for the construction of the actual Boat Launch, increasing the contract by \$394,440.19, for an overall value of \$1,004,796.19.

A copy of the ordinance is enclosed for your records. Please update in your records and/or software as desired. The agreement was fully executed through Administration's DocuSign software and should be available via DocuSign.

MI/ag

Enclosure

cc: ¹Parish Council
Ms. Samantha de Castro w/ordinance
Mr. Grant Dussom w/enclosure
Mr. Corey Oubre w/enclosure
Mr. Brandon Bernard w/enclosure
Duplantis Design Group. w/enclosure

¹ Council Dept. retained 1 DocuSign copy for file

2025-0270

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

ORDINANCE NO: 25-9-7

An ordinance approving and authorizing the execution of Amendment No. 2 to Ordinance No. 21-8-16, which approved the Professional Services Agreement with Duplantis Design Group (DDG), to perform additional engineering services for the Des Allemands Boat Launch (Project No. P210705), to include construction administration and inspection for the construction of the actual Boat Launch, increasing the contract by \$394,440.19, for an overall value of \$1,004,796.19.

WHEREAS, Ordinance No. 21-4-2 adopted on April 5, 2021, by the St. Charles Parish Council, approved and authorized the execution of an Act of Donation by and between Chevron U.S.A. Inc. and St. Charles Parish for certain parcel of land comprising of approximately 109.8 acres for the purpose of a boat launch and park along Bayou Des Allemands; and,

WHEREAS, Ordinance No. 21-8-16 adopted on August 23, 2021, by the St. Charles Parish Council, approved and authorized the execution of a Professional Services Agreement with Duplantis Design Group (DDG), to perform engineering services for a Des Allemands Boat Launch (Project No. P210705); and,

WHEREAS, Ordinance No. 23-7-16 adopted on July 31, 2023, by the St. Charles Parish Council, approved and authorized the execution of a Cooperative Endeavor Agreement between St. Charles Parish and the Lafourche Basin Levee District relative to a levee lift for the Sunset Drainage District within the West Bank Hurricane Protection Levee System (Project A) and access roadway and surcharge area for a future boat ramp located on property known as Des Allemands Boat Launch (Project B); and,

WHEREAS, Ordinance No. 24-10-3 on October 21, 2024, by the St. Charles Parish Council, approved and authorized the execution of an Amendment No. 1 to Ordinance No. 21-8-16, which approved the Professional Services Agreement with Duplantis Design Group (DDG), to perform engineering services for the Des Allemands Boat Launch (Project No. P210705), to reallocate funds for the current and future boat launch project phases, resulting in no increase in contract price or time; and,

WHEREAS, the Des Allemands Boat Launch plans and specifications have been completed by Duplantis Design Group (DDG) and St. Charles Parish is ready to bid the project, therefore funds for Construction Administration and Resident Project Representative (RPR) need to be added to the contract; and,

WHEREAS, St. Charles Parish and Duplantis Design Group (DDG) have mutually agreed on a not to exceed price of \$394,440.19 to complete the work, increasing the overall contract value to \$1,004,796.19, as described in Amendment No. 2.

THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:

SECTION I. That Amendment No. 2 to the Professional Services Agreement between St. Charles Parish and Duplantis Design Group (DDG), for the Des Allemands Boat Launch (Project No. P210705), to increase the contract by \$394,440.19 for an overall value of \$1,004,796.19, is hereby approved and accepted.

SECTION II. That the Parish President is hereby authorized to execute said Amendment 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 22nd day of September, 2025, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: [Signature]
SECRETARY: [Signature]
DLVD/PARISH PRESIDENT: September 23, 2025
APPROVED: [Signature] DISAPPROVED: _____

PARISH PRESIDENT: [Signature]
RETD/SECRETARY: September 26, 2025
AT: 10:12 am RECD BY: [Signature]

**AMENDMENT NO. 2
TO
PROFESSIONAL SERVICES AGREEMENT
FOR DES ALLEMANDS BOAT LAUNCH**

THIS AMENDMENT NO. 2 is made and entered into on this
10/5/2025

BY AND BETWEEN:

ST. CHARLES PARISH, represented herein by its duly authorized Parish President,
Matthew Jewell, (hereafter sometimes referred to as "OWNER"), and

DUPLANTIS DESIGN GROUP (DDG), represented herein by Thomas H. Buckel, duly
authorized by Corporate Resolution attached hereto (hereafter sometimes referred to
as "CONSULTANT"):

WHEREAS, On April 5, 2021, the St. Charles Parish Council adopted Ordinance
No. 21-4-2 approving and authorizing the execution of an Act of Donation by and between
Chevron U.S.A., Inc. and St. Charles Parish, for a certain parcel of land comprising of
approximately 109.8 acres, for the purpose of a boat launch and park along Bayou Des
Allemands; and,

WHEREAS, On August 23, 2021, the St. Charles Parish Council adopted Ordinance
No. 21-8-16 approving and authorizing an Agreement between St. Charles Parish and
Duplantis Design Group, for the design of the Des Allemands Boat Launch (Project No.
P210705), in the not to exceed amount of \$610,356.00; and,

WHEREAS, On July 31, 2023, the St. Charles Parish Council adopted Ordinance
No. 23-7-16 approving and authorizing the execution of a Cooperative Endeavor
Agreement between St. Charles Parish and the Lafourche Basin Levee District relative to a
levee lift for the Sunset Drainage District within the West Bank Hurricane Protection Levee
System (Project A) and access roadway and surcharge area for a future boat ramp located
on property known as Des Allemands Boat Launch (Project B); and,

WHEREAS, On October 21, 2024, the St. Charles Parish Council adopted
Ordinance No. 24-10-3 approving and authorizing Amendment No. 1 to the Agreement
between St. Charles Parish and Duplantis Design Group, for the reallocation of funds to
account for the construction of the Boat Launch road separate from the Boat Launch itself,
for the Des Allemands Boat Launch (Project No. P210705), resulting in no increase in
contract price or time; and,

WHEREAS, Boat Launch plans and specifications have been completed by
Duplantis Design Group and St. Charles Parish is ready to bid the project, therefore funds
for Construction Administration and Resident Project Representative (RPR) need to be

added to the contract; and,

WHEREAS, St. Charles Parish and Duplantis Design Group (DDG) have mutually agreed on a not to exceed price of \$394,440.19 to complete the work, increasing the overall contract value to \$1,004,796.16.

Changes to the Contract Attachments are as follows:

ATTACHMENT "A"

Add the following Supplemental Services below:

Subconsultant (YKH) – YKH is a Mechanical, Electrical and Plumbing (MEP) subconsultant for Duplantis Design Group (DDG). YKH will be attending the pre-construction meeting, reviewing shop drawings and submittals regarding MEP work, evaluating change orders and RFIs regarding MEP work, assessing pay apps with MEP work and final inspection of MEP systems. This scope of work is minimal to the overall Construction Administration task and will be billed as a percentage of the lump sum detailed in Attachment C.

Subconsultant (Eustis Engineering) – Eustis is a Geotechnical Firm that will be providing pile inspection services during construction. Eustis will inspect quality and treatment of the timber piles and provide a technician to log the installation of the piles by the contractor. This scope of work is minimal to the overall Construction Administration task and will be billed as a percentage of the lump sum detailed in Attachment C.

ATTACHMENT "B"

No Change

ATTACHMENT "C"

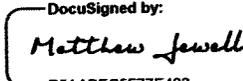
Delete entire Attachment "C" and replace with the attached located on pages 4 and 5 of this Amendment.

THUS DONE AND SIGNED in the presence of the undersigned competent witnesses, on this 10/5/2025

DUPLANTIS DESIGN GROUP

ST. CHARLES PARISH

By: 
908D982CF3FC4FD...

By: 
B5AABEC5F77E403...

Name: Thomas H. Buckel

Name: Matthew Jewell

Title: COO

Title: Parish President

Date: 10/2/2025

Date: 10/5/2025

WITNESS

WITNESS

By: 
76FF538ED3394C1...

By: 
EAB7B274FC894A7...

Name: Bradley Gray

Name: Kacy Monfrey

Title: PM

Title: Executive Assistant

Date: 10/2/2025

Date: 10/6/2025

**ATTACHMENT "C" (AMENDMENT NO. 2)
PROJECT COMPENSATION**

DES ALLEMANDS BOAT LAUNCH
Project No. (P210705)

OWNER shall pay ENGINEER on a Not to Exceed basis for Basic Services set forth in Attachment A as follows:

Project Phase	Original Contract	Fee Reallocation per Amendment No. 1	Amendment No. 2
Preliminary Design Phase (30%)	\$82,604.10	No change	No change
Final Design Phase (40%)	\$110,138.80	\$37,638.80 (Access roadway and surcharge area)	No change
		\$72,500.00 (Final boat launch and roadway)	No change
Bidding Phase (5%)	\$13,767.35	\$6,267.35 (Access roadway and surcharge area)	No change
		\$7,500.00 (Final boat launch and roadway)	No change
Construction Phase (25%)	\$68,836.75	\$45,392.75 (Access roadway and surcharge area)	No change
		\$23,444.00 (Final boat launch and roadway)	\$51,480.00
Total Design Fee	\$275,347.00	\$275,347.00	\$326,827.00
Topographic Survey (Shread-Kuyrkendall)	\$109,065.00	No change	No change
Geotechnical Engineering (Eustis)	\$34,500.00	No change	No change

Permitting and Environmental (ELOS)	\$80,000.00	No change	No change
Bathymetric and Magnetometer Survey	\$8,000.00	No change	No change
Resident Inspection	\$103,444.00	No change	\$330,000.00
Subconsultant (YKH)	N/A	N/A	\$4,000.00 (Lump Sum)
Subconsultant (Eustis Engineering)	N/A	N/A	\$8,960.19 (Lump Sum)
Total Additional Services	\$335,009.00	No change	\$677,969.19
Total Project Cost	\$610,356.00	\$610,356.00	\$1,004,796.19

- a. CONSULTANT may, with OWNER's consent, alter the distribution of compensation between individual phases of the Work noted herein to be consistent with services actually rendered, but shall not exceed the total estimated compensation amount unless approved in writing by OWNER.
- b. The amounts billed for CONSULTANT's services under this Agreement will be based on the cumulative hours charged to the Project during the billing period by each class of CONSULTANT's employees times Standard Hourly Rates for each applicable billing class, plus CONSULTANT's SUBCONSULTANT's charges.
- c. The Standard Hourly Rates charged by CONSULTANT constitute full and complete compensation for CONSULTANT's services, including labor costs, overhead, and profit; the Standard Hourly Rates do not include CONSULTANT's SUBCONSULTANT's charges.
- d. CONSULTANT's Standard Hourly Rates are attached to this Agreement as Attachment C-1.
- e. All reimbursable items shall be pre-approved by St. Charles Parish prior to billing.



STANDARD RATE SHEET

Executive	\$255.00/hr	Environmental Scientist II	\$127.00/hr
Senior Principal	\$230.00/hr	Environmental Scientist I	\$112.00/hr
Principal	\$205.00/hr	Regulatory Specialist III	\$168.00/hr
Business Unit Leader/BULIT	\$195.00/hr	Regulatory Specialist II	\$148.00/hr
Administration	\$80.00/hr	Regulatory Specialist I	\$127.00/hr
Intern	\$80.00/hr	Field Scientist III	\$148.00/hr
Senior Inspector	\$120.00/hr	Field Scientist II	\$127.00/hr
Inspector	\$87.00/hr	Field Scientist I	\$112.00/hr
Senior Project Manager	\$168.00/hr	Drone Pilot	\$120.00/hr
Project Manager	\$148.00/hr	Marine Crew	\$195.00/hr
Assistant Project Manager	\$127.00/hr	Hydrographer	\$117.00/hr
Senior Design Manager	\$195.00/hr	Marine Crew Chief	\$122.00/hr
Senior Design Professional	\$168.00/hr	Land Crew	\$185.00/hr
Design Professional	\$148.00/hr	Land Crew Chief	\$112.00/hr
Design Specialist	\$127.00/hr	Junior Crew Chief	\$95.00/hr
Senior CAD Designer	\$127.00/hr	Survey Tech IV	\$127.00/hr
CAD Designer	\$112.00/hr	Survey Tech III	\$112.00/hr
CAD Technician	\$92.00/hr	Survey Tech II	\$97.00/hr
Design Technician	\$127.00/hr	Survey Tech I	\$87.00/hr
Architecture Draftsman	\$92.00/hr	Senior PLS	\$195.00/hr
Designer	\$127.00/hr	PLS	\$148.00/hr
GIS Manager	\$153.00/hr	LSI	\$127.00/hr
GIS Specialist	\$112.00/hr	Land/Marine Crew Manager	\$138.00/hr
GIS Analyst	\$92.00/hr	Survey Coordinator	\$122.00/hr
Environmental Scientist III	\$168.00/hr		

Vehicle Travel for Project (subject to change based on IRS guidance)	IRS Rate
Transportation, Lodging + Subsistence for Out-of-Town Travel	Cost
Printing	Cost
Photographs, Telecopier, Shipping + Materials	Cost
Filing/Recording/Permitting Fees	Cost
Deposition/Trial Testimony by Principal, PE, AIA, PLS	Rate x 1.5
Subconsultant Services	Cost + 10%
Pipeline Detectors	
RD8100	\$75.00/day
Drone	\$250.00 / 1/2 Day + \$500.00 / Full Day
Hydro/Marine	
Magnetometer	\$200.00 / day
Applanix IMU	\$300.00 / day
Single Beam	\$200.00 / day
Sub-Bottom Profiler	\$650.00 / day
Side Scan Sonar	\$425.00 / day
Special Rental Equipment	Rental Cost
All-Terrain Vehicle	\$100.00 / Day
12' Aluminum Boat	\$35.00 / day
24' Crew Boat	\$550.00 - 650.00 / day
26' Crew Boat	\$650.00 - 750.00 / day

EFFECTIVE: AUGUST 2024

* ALL RATES ARE SUBJECT TO CHANGE

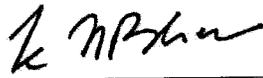
UNANIMOUS CONSENT OF BOARD OF DIRECTORS
OF DUPLANTIS DESIGN GROUP, PC

September 27, 2024

The Board of Directors hereby consent to the following resolution:

Thomas H Buckel, COO has the authority on behalf of Duplantis Design Group, PC (DDG) to execute the contract for professional services agreement, affidavits and/or amendments between Duplantis Design Group, PC and the St. Charles Parish .

Authorized and executed by the Officers of Duplantis Design Group, PC as follows:



Kainen T. LeBlanc, Chief Administrative Officer