



ST. CHARLES PARISH


OFFICE OF THE COUNCIL SECRETARY

P.O. BOX 302 • HAHNVILLE, LOUISIANA 70057
(985) 783-5125 • www.stcharlesparish.gov

COUNCIL OFFICE MEMORANDUM

DATE: NOVEMBER 7, 2025

TO: MR. DAVID DEGENERES
WASTEWATER DIRECTOR

FROM: MICHELLE IMPASTATO 
COUNCIL SECRETARY

RE: PROFESSIONAL SERVICES AGREEMENT
ELLINGTON STRUCTURES – COUSINS PUMP STATION T-WALL
(PROJECT NO. P080905-5H)

On November 3, 2025, the St. Charles Parish Council adopted Ordinance No.25-11-4 approving and authorizing the execution of a Professional Services Agreement with Hartman Engineering, Inc., to perform engineering services for the Ellington Structures - Cousins Pump Station T-Wall (Project No. P080905-5H), in the lump sum amount of \$219,200.00.

A copy of the ordinance is enclosed for your records. The agreement has been routed to you via DocuSign on November 6, 2025 to handle execution. Please forward to us a fully executed copy once available.

MI/mr

Enclosure

cc: Parish Council
Ms. Samantha de Castro w/enclosure
Mr. Corey Oubre w/enclosure
Hartman Engineering, Inc. w/enclosure

2025-0321

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

ORDINANCE NO. 25-11-4

An ordinance approving and authorizing the execution of a Professional Services Agreement with Hartman Engineering, Inc., to perform engineering services for the Ellington Structures - Cousins Pump Station T-Wall (Project No. P080905-5H), in the lump sum amount of \$219,200.00.

WHEREAS, St. Charles Parish has a Professional Services Agreement with Burk-Kleinpeter, Inc. (BKI), to complete design of the new Cousins Pump Station T-Wall, which consists of pipe penetrations for existing sewer force mains that currently run beneath Texaco Road in the vicinity of the T-Wall project; and,

WHEREAS, St. Charles Parish desires for BKI to complete the design for the pipe penetrations themselves while Hartman Engineering, Inc., will design the temporary relocation of the force mains during construction of the T-Wall and the alignment of the permanent force mains through the T-Wall; and,

WHEREAS, St. Charles Parish and Hartman Engineering, Inc., have mutually agreed to a lump sum price of \$219,200.00 for full design and coordination with BKI, for the sewer force main portion of work for the Cousins Pump Station T-Wall; and,

WHEREAS, details on the scope, schedule and compensation are described in the attached Professional Services Agreement.

THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:

SECTION I. That the Professional Services Agreement between St. Charles Parish and Hartman Engineering, Inc., to perform engineering services as required by the Department of Wastewater, for the Ellington Structures – Cousins Pump Station T-Wall (Project No. P080905-5H), in the lump sum amount of \$219,200.00, is hereby approved and accepted.

SECTION II. That the Parish President is hereby authorized to execute said Agreement 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 3rd day of November, 2025, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: Holly Fonseca

SECRETARY: Michelle Dupont

DLVD/PARISH PRESIDENT: November 4, 2025

APPROVED: ✓ DISAPPROVED:

PARISH PRESIDENT: Matthew Jewell

RETD/SECRETARY: November 5, 2025

AT: 3:05 pm RECD BY: [Signature]