



ST. CHARLES PARISH


OFFICE OF THE COUNCIL SECRETARY

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

DATE: FEBRUARY 27, 2025

TO: MR. MILES BINGHAM
PUBLIC WORKS DIRECTOR

FROM: MICHELLE IMPASTATO
COUNCIL SECRETARY 

RE: CHANGE ORDER NO. 1
ST. CHARLES PARISH EAST BANK WATER TREATMENT PLANT
HURRICANE IDA REPAIRS
(PROJECT NO. WWKS109)

On February 24, 2025, the St. Charles Parish Council adopted Ordinance No. 25-2-8 approving and authorizing the execution of a Change Order No. 1 for the St. Charles Parish East Bank Water Treatment Plant Hurricane Ida Repairs (Project No. WWKS 109), to increase the contract amount by \$134,919.00 and to increase contract time by 50 days.

A fully executed ordinance and change order have been recorded. A copy of the recorded ordinance and two (2) original change orders are enclosed for your records.

MI/ag

Enclosures

cc: ¹Parish Council
Ms. Samantha de Castro w/enclosure
Mr. Corey Oubre w/enclosure
Mr. Grant Dussom w/enclosure
Linfield, Hunter & Junius, Inc. w/original enclosure
Pintail Contracting Services, LLC w/original enclosure

¹ Council Dept. retained 1 original for file; 1 original filed in COC (2)

2025-0025

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

ORDINANCE NO. 25-2-8

An ordinance approving and authorizing the execution of a Change Order No. 1 for the St. Charles Parish East Bank Water Treatment Plant Hurricane Ida Repairs (Project No. WWKS 109), to increase the contract amount by \$134,919.00 and to increase contract time by 50 days.

WHEREAS, the Parish undertook the necessary Hurricane Ida related repairs and reconstruction of the Department of Waterworks' East Bank facilities; and,

WHEREAS, Ordinance No. 23-10-7 adopted on October 23, 2023, by the St. Charles Parish Council, approved and authorized the execution of a Contract with Pintail Contracting Services, LLC, for the St. Charles Parish East Bank Water Treatment Plant Hurricane Ida Repairs (Project No. WWKS 109) in the amount of \$2,300,000.00; and,

WHEREAS, it is necessary to amend the construction contract by increasing the contract time by fifty (50) days because of the labor associated with the additional work items; and,

WHEREAS, the amended items now reflect the final contract price as \$2,434,919.00 and the final contract time as 290 days; and,

WHEREAS, St. Charles Parish and Pintail Contracting Services, LLC, have mutually agreed to increase the contract amount by 134,919.00 and increase the contract time by 50 days.

THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:

SECTION I. That the Change Order No. 1 for the St. Charles Parish East Bank Water Treatment Plant Hurricane Ida Repairs (Project No. WWKS 109), to increase the contract amount by \$134,919.00 and to increase contract time by 50 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 24th day of February, 2025, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: Holly Fonseca
SECRETARY: Nichelle Depaulis
DLVD/PARISH PRESIDENT: February 25, 2025
APPROVED: _____ DISAPPROVED: _____

PARISH PRESIDENT: Matthew Jewell
RETD/SECRETARY: February 26, 2025
AT: 10:42am RECD BY: [Signature]

RECORDED IN THE ST. CHARLES PARISH
CLERK OF COURT OFFICE

ON 2-27-2025

AS INSTRUMENT NO. 487135

IN (MORTGAGE) CONVEYANCE/OATH BOOK

SECTION 00806

CHANGE ORDER

No. 1

DATE OF ISSUANCE 1/27/2025

EFFECTIVE DATE 12/18/2024

OWNER St. Charles Parish

CONTRACTOR Pintail Contracting Services, LLC

Contract: SECTION 00500 CONTRACT (12/14/2023)

Project: St. Charles Parish East Bank Water Treatment Plant Hurricane IDA Repairs

OWNER's Contract No. WWKS 109

ENGINEER's Contract No. 22-001

ENGINEER Linfield, Hunter & Junius, Inc.

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

Description: *See attached example on how to fill in this information*

1. Delete the Following Work Items:

- a. Work Change Directive 05 #: *Credit for not installing 13 sheets of 4'x12' fire-rated gypsum board in the MCC room.*

Delete item in its entirety. *(-\$1,588.00)*

Total of Deducted Items = *(-\$1,588.00)*

2. Add the Following Work Items:

- a. Work Change Directive 01 #: *All primary framing to be Hot-Dipped Galvanized*

Addition of \$21,016.00 *(*See attached for details*)*

- b. Work Change Directive 02 #: *All insulation above the Acoustical Ceiling Tiles were found to have mold/ mildew. Remove and replace R-30, 10" unfaced insulation.*

Addition of \$16,774.00 *(*See attached for details*)*

- c. Work Change Directive 03 #: *Remove & replace 41' x 38' remaining roof sheets on Plant Control Building. Remove & replace foil faced insulation. Remove & replace related flashings. Includes Berridge Water tight Warranty & Contractors 2 year Warranty. Requesting 35 days for lead time of roof sheets & time to perform of work.*

Addition of \$74,627.00 (35 Days)
*(*See attached for details*)*

- d. Work Change Directive 04 #: *Fabrication and installation of new gutters and downspouts on the Plant Control Building.*

Addition of \$24,090 (15 Days)
*(*See attached for details*)*

Total of Added Work Items = *(+\$136,507.00)*

3. Revise the Following Work Item Quantities:

*** No Quantities Revised ***

Total of Change in Work Items Quantity = (+/- \$ 0.00)

Reason for Change Order: List a reason for each Line Item listed above. *See attached example on how to fill in this information*

1. Deleted Work Items

- a. *Credit for not installing 13 sheets of 4'x12' fire-rated gypsum board in the MCC room.*

2. Add Work Items

- a. *All primary framing to be Hot-Dipped Galvanized*
- b. *All insulation above the Acoustical Ceiling Tiles were found to have mold/ mildew. Remove and replace R-30, 10" unfaced insulation.*
- c. *Remove & replace 41' x 38' remaining roof sheets on Plant Control Building. Remove & replace foil faced insulation. Remove & replace related flashings. Includes Berridge Water tight Warranty & Contractors 2 year Warranty. Requesting 35 days for lead time of roof sheets & time to perform of work.*
- d. *Fabrication and installation of new gutters and downspouts on the Plant Control Building.*

3. Revise Work Item Quantities

- a. **** No Quantities Revised ****

Attachments: (List documents supporting change)

See attached Work Change Directive's #1 - #5

CHANGE IN CONTRACT PRICE:
Original Contract Price \$ 2,300,000.00 _____
Net Increase (Decrease) from previous Change Orders No. - to - : \$ 0.00 _____
Contract Price prior to this Change Order: \$ 2,300,000.00 _____
Net increase of this Change Order: \$ 134,919.00 _____
Contract Price with all approved Change Orders: \$ 2,434,919.00 _____

CHANGE IN CONTRACT TIMES:
Original Contract Times: 240 days Substantial Completion: October 18 th 2024 _____ Ready for final payment: _____ (days or dates)
Net change from previous Change Orders: Substantial Completion: N/A _____ Ready for final payment: _____ (days)
Contract Times prior to this Change Order: Substantial Completion: October 18 th 2024 _____ Ready for final payment: _____ (days or dates)
Net increase (decrease) this Change Order: 50 Days Substantial Completion: 50 days _____ Ready for final payment: _____ (days)
Contract Times with all approved Change Orders: 290 days Substantial Completion: December 7 th 2024 _____ Ready for final payment: _____ (days or dates)

RECOMMENDED:

By: Nathan D. Hills
ENGINEER (Authorized Signature)

Date: 20 Jan 2025

APPROVED:

By: [Signature]
OWNER (Authorized Signature)

Date: 2/26/25

ACCEPTED:

By: [Signature]
CONTRACTOR (Authorized Signature)

Date: 02/03/25

SECTION 00805

WORK CHANGE DIRECTIVE

No. 01

DATE OF ISSUANCE 04/10/24 EFFECTIVE DATE 04/10/24

Owner: St. Charles Parish Government
Contractor: Pintail Contracting Services LLC
Contract: _____
Project: St. Charles Parish East Bank Water Treatment Plant - Hurricane Ida Repairs
Owner's Contract No.: WWKS109 Engineer's Contract No.: 22-001
ENGINEER: Linfield, Hunter & Junius, Inc.

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

Description:

All primary framing to be Hot-Dipped Galvanized.

Attachments: (List documents supporting change)

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: \$ 21,016.00 ~~increase~~ ~~[decrease]~~
Contract Time 0 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: <u>[Signature]</u>	By: <u>[Signature]</u>	By: <u>[Signature]</u>
Engineer (Authorized Signature)	Owner's Representative*	Contractor (Authorized Signature)
Title: <u>Engineer</u>	Title: <u>Director</u>	Title: <u>Project Manager</u>
Date: <u>04/10/24</u>	Date: <u>4/16/24</u>	Date: <u>04/11/24</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: _____

SECTION 00805

WORK CHANGE DIRECTIVE

No. 02

DATE OF ISSUANCE 05/06/24 EFFECTIVE DATE 05/06/24

Owner: St. Charles Parish Government
Contractor: Pintail Contracting Services LLC
Contract: _____
Project: St. Charles Parish East Bank Water Treatment Plant - Hurricane Ida Repairs
Owner's Contract No.: WWKS109 Engineer's Contract No.: 22-001
ENGINEER: Linfield, Hunter & Junius, Inc.

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

Description:

All insulation above the Acoustical Ceiling Tiles were found to have mold/mildew. Remove and replace R30, 10" unfaced insulation.

Attachments: (List documents supporting change)

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: \$ 16,774.00 ~~increase~~ ~~[decrease]~~

Contract Time 0 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: <u>[Signature]</u>	By: <u>[Signature]</u>	By: <u>[Signature]</u>
Engineer (Authorized Signature)	Owner's Representative*	Contractor (Authorized Signature)
Title: <u>Engineer</u>	Title: <u>Director</u>	Title: <u>Project Manager</u>
Date: <u>05/06/24</u>	Date: <u>5/6/24</u>	Date: <u>05/07/24</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: _____

SECTION 00805

WORK CHANGE DIRECTIVE

No. 03

DATE OF ISSUANCE 08/06/24 EFFECTIVE DATE 08/06/24

Owner: St. Charles Parish Government
Contractor: Pintail Contracting Services LLC
Contract: _____
Project: St. Charles Parish East Bank Water Treatment Plant - Hurricane Ida Repairs
Owner's Contract No.: WWKS109 Engineer's Contract No.: 22-001
ENGINEER: Linfield, Hunter & Junius, Inc.

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

Remove & replace 41' x 38' remaining roof sheets on Plant Control Building. Remove & replace foil faced insulation. Remove & replace related flashings. Includes Berridge Water tight Warranty & Contractors 2 year Warranty. Requesting 35 days for lead time of roof sheets & time to perform scope of work.

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: \$ 74,627.00 ~~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: <u>Dave</u>	By: <u>[Signature]</u>	By: <u>Chris Matherne</u>
Engineer (Authorized Signature)	Owner's Representative*	Contractor (Authorized Signature)
Title: <u>Engineer</u>	Title: <u>Director</u>	Title: <u>Project Manager</u>
Date: <u>08/06/24</u>	Date: <u>8/7/24</u>	Date: <u>08/07/24</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: _____

SECTION 00805

WORK CHANGE DIRECTIVE

No. 04

DATE OF ISSUANCE 08/06/24 EFFECTIVE DATE 08/06/24

Owner: St. Charles Parish Government
Contractor: Pintail Contracting Services LLC
Contract: _____
Project: St. Charles Parish East Bank Water Treatment Plant - Hurricane Ida Repairs
Owner's Contract No.: WWKS109 Engineer's Contract No.: 22-001
ENGINEER: Linfield, Hunter & Junius, Inc.

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

Description:

Fabrication and installation of new gutters and downspouts on the Plant Control Building.

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: \$ 24,090.00 increase ~~[decrease]~~
Contract Time 15 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: <u>[Signature]</u>	By: <u>[Signature]</u>	By: <u>Chris Matherne</u>
Engineer (Authorized Signature)	Owner's Representative*	Contractor (Authorized Signature)
Title: <u>Engineer</u>	Title: <u>Director</u>	Title: <u>Project Manager</u>
Date: <u>08/06/24</u>	Date: <u>8/7/24</u>	Date: <u>08/07/24</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: _____

SECTION 00805

WORK CHANGE DIRECTIVE

No. 05

DATE OF ISSUANCE 12/13/2024 EFFECTIVE DATE 12/13/2024

Owner: St. Charles Parish Government
Contractor: Pintail Contracting Services LLC
Contract: _____
Project: St. Charles Parish East Bank Water Treatment
Owner's Contract No.: WWKS109 Engineer's Contract No.: 22-001
ENGINEER: Linfield, Hunter & Junius, Inc.

Contractor is directed to proceed promptly with the following change(s):
Description: Credit for not intalling 13 sheets of 4'x12' firerated gypsum board in the MCC room

Attachments: (List documents supporting change)
(none)

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: \$ - 1,588.00 [increase] [decrease]
Contract Time 0 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: <u>Nathan D. Hills</u>	By: <u>[Signature]</u>	By: <u>Chris Mathum</u>
Engineer (Authorized Signature)	Owner's Representative*	Contractor (Authorized Signature)
Title: <u>Architect</u>	Title: <u>Director</u>	Title: <u>Project Manager</u>
Date: <u>12/13/24</u>	Date: <u>12/15/24</u>	Date: <u>12/16/24</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: _____