



ST. CHARLES PARISH


OFFICE OF THE COUNCIL SECRETARY

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COUNCIL OFFICE MEMORANDUM

DATE: JANUARY 29, 2025

TO: MR. GREGORY GORDEN
WATERWORKS DIRECTOR

FROM: MICHELLE IMPASTATO 
COUNCIL SECRETARY

RE: PROFESSIONAL SERVICES AGREEMENT
WATER SYSTEM MODELING
(PROJECT NO. WWKS 115)

On January 6, 2025, the St. Charles Parish Council adopted Ordinance No. 25-1-1 approving and authorizing the execution of a Professional Services Agreement with McKim & Creed, Inc., to perform engineering services for the Water System Modeling (Project No. WWKS 115), in the amount of \$253,278.00.

A copy of the fully executed 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. Corey Oubre w/enclosure
Mr. Grant Dussom w/enclosure
McKim & Creed, Inc. w/enclosure

¹ Council Dept. retained 1 DocuSign copy for file

2024-0419

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

ORDINANCE NO. 25-1-1

An ordinance approving and authorizing the execution of a Professional Services Agreement with McKim & Creed, Inc., to perform engineering services for the Water System Modeling (Project No. WWKS 115), in the amount of \$253,278.00.

WHEREAS, the Department of Waterworks requires the services of an engineering firm to develop a water model of its existing water distribution system; and,

WHEREAS, the Department of Waterworks issued a Request for Qualifications (RFQ), to solicit qualification responses and from the responses received determined McKim & Creed Inc., to be the most qualified to develop the water model; and,

WHEREAS, St. Charles Parish wishes to contract with McKim & Creed, Inc., to perform the data collection, hydraulic modeling, field testing and modeling calibration, modeling technical memorandum and model training for the Water System Modeling (Project No. WWKS 115); and,

WHEREAS, the attached Professional Services Agreement between St. Charles Parish and McKim & Creed, Inc., describes the details of the proposed services and compensation.

THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:

SECTION I. That the Professional Services Agreement between St. Charles Parish and McKim & Creed, Inc., to perform engineering services for the Water System Modeling (Project No. WWKS 115), in the amount of \$253,278.00 is hereby approved and accepted.

SECTION II. That the Parish President is hereby authorized to execute the 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 6th day of January, 2025, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: _____

SECRETARY: _____

DLVD/PARISH PRESIDENT: January 7, 2025

APPROVED: ☒ DISAPPROVED: _____

PARISH PRESIDENT: Matthew Jewell

RETD/SECRETARY: January 8, 2025

AT: 9:25am RECD BY: [Signature]