



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: MAY 22, 2026

TO: MR. MILES BINGHAM
PUBLIC WORKS DIRECTOR

FROM: MICHELLE IMPASTATO 
COUNCIL SECRETARY

RE: CHANGE ORDER NO. 1
DES ALLEMANDS BOAT LAUNCH
(PROJECT NO. P210705)

On May 18, 2026, the St. Charles Parish Council adopted Ordinance No. 26-5-3 approving and authorizing the execution of Change Order No. 1 for the Des Allemands Boat Launch (Project No. P210705), to increase the contract amount by \$149,223.04 and increase the contract time by thirty (30) days.

A fully executed ordinance and change order have been recorded. A copy of the recorded ordinance and one (1) original change order are enclosed for your records.

MI/mr

Enclosures

cc: ²Parish Council
Ms. Samantha de Castro via Electronic Notification
Mr. Corey Oubre via Electronic Notification
Mr. Grant Dussom via Electronic Notification
Mr. Brandon Bernard via Electronic Notification
Cycle Construction Co., LLC. w/ enclosure
Duplantis Deign Group, P.C. w/ enclosure

2026-0160

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

ORDINANCE NO. 26-5-3

An ordinance approving and authorizing the execution of Change Order No. 1 for the Des Allemands Boat Launch (Project No. P210705), to increase the contract amount by \$149,223.04 and increase the contract time by thirty (30) days.

- 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 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,** 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 the Des Allemands Boat Launch (Project No. P210705), not to exceed \$610,356.00; and,
- WHEREAS,** Resolution No. 6639 adopted on June 6, 2022, by the St. Charles Parish Council, approved and authorized the execution of an Intergovernmental Agreement between the State of Louisiana through the Coastal Protection and Restoration Authority and St. Charles Parish regarding the construction of the Des Allemands Boat Launch (BA-0237) project, allocating \$1,841,116.00 in NRDA settlement funds; 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 adopted 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,** Resolution No. 6796 adopted on November 4, 2024, by the St. Charles Parish Council, approving Amendment #1 of the St. Charles parish RESTORE ACT Multiyear Implementation Plan for submission and approval to the U.S. Department of the Treasury in accordance with the requirements of the RESTORE ACT, as of April 17, 2024, St. Charles Parish's Trust Fund Allocation, including Transocean and Anadarko Penalty and Interest Payment Deposits and BP Penalty Deposits available for use is \$514,008.95, which is to be used for this construction of the Des Allemands Boat Launch; and,
- WHEREAS,** Ordinance No. 25-9-7 adopted September 22, 2025, by the St. Charles Parish Council, approved and authorized 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; and,
- WHEREAS,** Ordinance No. 25-10-13 adopted October 20, 2025, by the St. Charles Parish Council, approved and authorized the execution of a Contract with Cycle Construction Company, LLC, for the Des Allemands Boat Launch (Project No. P210705), in the amount of \$4,989,859.00; and,
- WHEREAS,** St. Charles Parish and Cycle Construction Company, LLC, have mutually agreed to increase the contract amount by \$149,223.04 and increase the contract time by thirty (30) days.

THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:

SECTION I. That Change Order No. 1 for the Des Allemands Boat Launch (Project No. P210705), to increase the contract amount by \$149,223.04 and increase the contract time by thirty (30) 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 18th day of May, 2026, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: [Signature]
SECRETARY: [Signature]
DLVD/PARISH PRESIDENT: May 19, 2026
APPROVED: [Signature] DISAPPROVED: _____

PARISH PRESIDENT: [Signature]
RETD/SECRETARY: May 20, 2026
AT: 1:20pm RECD BY: [Signature]

RECORDED IN THE ST. CHARLES PARISH
CLERK OF COURT OFFICE
ON 5-22-2026
AS INSTRUMENT NO. 496212
IN (MORTGAGE) CONVEYANCE/OATH BOOK

SECTION 00806

CHANGE ORDER

No. 1

DATE OF ISSUANCE 4/21/2026

EFFECTIVE DATE

5/19/26

OWNER St. Charles Parish Public Works
CONTRACTOR Cycle Construction Co., LLC
Contract: Ordinance No. 25-10-13; Des Allemands Boat Launch; Date: 10/22/2025
Project: Des Allemands Boat Launch
OWNER's Contract No. P210705
ENGINEER's Contract No. 21-643
ENGINEER Duplantis Design Group, P.C.

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

Description:

1. Delete the Following Work Items:

N/A

Total of deducted items (\$0.00)

2. Add the Following Work Items:

a. New Contract Item: *Sand Fill*

Purchase, transport, and placement of 5,544 CY of pump sand. Additional \$142,758.00. See attached change order request #03 and email correspondence.

b. New Contract Item: *Culvert/Prep Pad Area*

Purchase and install 24" culvert to access on-site stockpile and prep stockpile area for transport to landscape areas. Additional \$1,715.00. See attached change order request #03 and email correspondence.

Total of Added Work Items = (\$144,473.00)

3. Revise the Following Work Item Quantities:

Contract Item #: *331100 Water Utility Distribution System*

Lump sum was increased due to quantity increase needed for the 6-inch waterline tie-in location at the fire hydrant on Down the Bayou Road. See attached change order request #02.

Total of Change in Work Items Quantity = (+ \$4,750.04)

Reason for Change Order: List a reason for each Line Item listed above.

1. Deleted Work Items

N/A

2. Add Work Items

a. *Sand Fill:* DDG initially estimated that a net surplus of approximately 4,475 cubic yards (CY) of material was present onsite and would require reworking and grading to meet the design template. This estimate was based on the Phase I as-built survey dated November 4, 2024. However, upon review of Cycle's pre-construction survey, it was determined that a material deficit existed, and that an additional 4,500 CY would be required to achieve the design grades. Cycle subsequently hauled in the 4,500 CY; however, after placement, grading, and compaction, the site remained deficient, and Cycle was authorized to import an additional 1,000 CY. The submitted truck tickets indicate that a total of **5,544 CY** was ultimately necessary to achieve the required grades within the parking area,

which was verified by survey data provided by Cycle on April 1, 2026. DDG attributes the need for the additional material to settlement and erosion, primarily resulting from wind and surface runoff.

b. *Culvert/Prep Pad Area:* To achieve the design grades within the landscaped areas, topsoil is required to support the establishment of grass seed where specified. A stockpile of topsoil is currently located on site, and Cycle was permitted to utilize this material. To facilitate access to the stockpile, Cycle is required to procure and install a culvert to cross an existing ditch for material transport.

3. Revise Work Item Quantities:

Contract Item: *331100 Water Utility Distribution System*

Upon commencement of the waterline work, Cycle identified a discrepancy in the location of the proposed waterline tie-in on the north side of the project site. The design plans indicated that the existing municipal waterline extended to the project limits along Down the Bayou Road on the north side of the site, based on GIS data provided during design. However, field investigation revealed that the existing waterline terminated approximately 83 feet short of the location shown on the plans.

As a result, an additional 83 LF of 6" pipe installation was required, along with all associated materials and labor necessary to complete the work.

Attachments:

- Change Order Request #02
- Change Order Request #03
- Email Correspondence authorizing additional 1,000 CY

CHANGE IN CONTRACT PRICE:
Original Contract Price \$4,989,859.00
Net Increase (Decrease) from previous Change Orders No. 0 to 1 : \$0.00
Contract Price prior to this Change Order: \$4,989,859.00
Net increase of this Change Order: \$149,223.04
Contract Price with all approved Change Orders: \$5,139,082.04

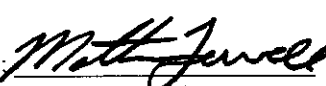
CHANGE IN CONTRACT TIMES:
Original Contract Times: 365 calendar days Substantial Completion: January 14, 2027 (365) Ready for final payment: February 28, 2027 (410)
Net change from previous Change Orders: 0 Days Substantial Completion: January 14, 2027 (365) Ready for final payment: February 28, 2027 (410)
Contract Times prior to this Change Order: 365 Days Substantial Completion: January 14, 2027 (365) Ready for final payment: February 28, 2027 (410)
Net increase (decrease) this Change Order: 30 Days Substantial Completion: February 13, 2027 (395) Ready for final payment: March 30, 2027 (440)
Contract Times with all approved Change Orders: 395 Days Substantial Completion: February 13, 2027 (395) Ready for final payment: March 30, 2027 (440)

RECOMMENDED:

By: 
ENGINEER (Authorized Signature)

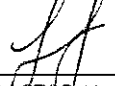
Date: 4/30/2026

APPROVED:

By: 
OWNER (Authorized Signature)

Date: 5-19-26

ACCEPTED:

By: 
CONTRACTOR (Authorized Signature)

Date: 4/30/26



P: 504.467.1444
F: 504.467.1222

6 East Third Street
Kenner, LA 70062

February 6, 2026
Revised 2/19/26

St. Charles Parish
C/O Duplantis Design Group P.C.
16563 E. Brewster Road
Suite 101
Covington, LA 70433
Attn: Chris Russo

RE: RFC.476.002 – Additional 83' of 6" Waterline and adjustment for RFI-006 materials

Mr. Russo,

Cycle Construction is providing a cost for the installation of an additional 83 linear feet of 6-inch waterline and material adjustment for RFI-006. This extension is required from the location shown on the plans for the 6-inch waterline tie-in to the actual tie-in location at the fire hydrant on Down the Bayou Road.

Our lump sum price for this additional work is **\$4,750.04**.

Please contact our office if you have any questions or require additional information.

Site Preparation

Heavy Construction

Underground Utilities

Construction Management

Disaster Recovery

Demolition

Sincerely,

A handwritten signature in black ink, appearing to read 'Sean Weick', is written over a faint, larger version of the same signature.

Sean Weick
Project Manager
Cycle Construction Co., LLC

CC: Nathan Kernion, Cycle Construction

Cycle Construction Co., LLC
476 St Charles Parish Des Allemands
Boat Launch

Price Breakdown

RFC 476-002 Additional 83' of 6" Waterline

2/5/2026

Labor				
<i>Description</i>	<i>Qty</i>	<i>Units</i>	<i>Rate¹</i>	<i>Total</i>
Superintendent	10.00	HRS	\$ 83.33	\$ 833.25
Operator	20.00	HRS	\$ 50.60	\$ 1,012.00
Laborer	20.00	HRS	\$ 44.66	\$ 893.20
			Total Labor Cost	\$ 2,738.45
¹ Rate includes burden and fringe; note overtime factor applied to rates for 7 day work week for this item				
Equipment				
<i>Description</i>	<i>Qty</i>	<i>Units</i>	<i>Work Rate</i>	<i>Total</i>
Cat 308 CR Excavator	10.00	HRS	\$ 59.95	\$ 599.50
Kubota Skid Steer	10.00	HRS	\$ 89.94	\$ 899.40
Superintendent Truck	10.00	HRS	\$ 16.00	\$ 160.00
Supt Computer and Ipad	10.00	HRS	\$ 2.00	\$ 20.00
Small Tools/Safety (5% of Labor)	1.00	LS	\$ 136.92	\$ 136.92
			Total Equipment Cost	\$ 1,815.82
Haul				
<i>Description</i>	<i>Qty</i>	<i>Units</i>	<i>Rate</i>	<i>Total</i>
Dump Truck	10.00	Hr	\$ 110.00	\$ 1,100.00
			Total Haul Cost	\$ 1,100.00
Material				
<i>Description</i>	<i>Qty</i>	<i>Units</i>	<i>Rate</i>	<i>Total</i>
Sand	97.00	CY	\$ 5.50	\$ 533.50
6" C900 DR 18 PVC Blue Pipe	100.00	LF	\$ 10.78	\$ 1,077.80
12 ga SLD Copper Tracer wire	100.00	LF	\$ 0.32	\$ 32.00
2" UG marking tape blue	1.00	Roll	\$ 26.00	\$ 26.00
57 Stone (Credit)	(77.00)	Tons	\$ 42.00	\$ (3,234.00)
				\$ -
				\$ -
			Total Material Cost	\$ (1,564.70)
Misc.				
<i>Description</i>	<i>Qty</i>	<i>Units</i>	<i>Rate</i>	<i>Total</i>
				\$ -
			Total Misc. Cost	\$ -
			Subtotal Cost	\$ 4,089.57
			Overhead & Profit (15%)	\$ 613.44
			Bond (1%)	\$ 47.03
			Total Cost	\$ 4,750.04



P: 504.467.1444
F: 504.467.1222

6 East Third Street
Kenner, LA 70062

March 20, 2026

St. Charles Parish
C/O Duplantis Design Group P.C.
16563 E. Brewster Road, Suite 101
Covington, LA 70433

Attn: Chris Russo

RE: RFC.476.003 – Additional Sand Fill and Green Space Fill (REV2)

Mr. Russo,

Cycle would like to submit a request for change (RFC) per your request for imported sand fill and green space fill on the referenced project.

As you are aware, upon mobilization to the site and performing a site topographical survey the existing surcharge settled more than anticipated on the plan documents. To bring the site to the plan subgrade elevations, additional sand fill will need to be imported. We have based this on the quantity provided of approximately 4500 CY (vehicular measure) to achieve the design elevation.

Additionally, we have removed price to haul soil from an onsite stockpile to the green areas on the site (77,521 sf). Based on our calculations this effort will require 4,020 CY (vehicular measure) of soil relocation. Per discussion today, Detail 3 on L-4.0, Bed Prep Detail will be modified to eliminate 3" mulch, and replace with 6" thick top layer of stockpiled material. Bottom 6" of Bed Prep Detail will be sand and measured and paid per Bid Item 20 of this proposal.

Finally, to access the stockpile area a pad will need to be constructed from the material and a culvert installed. We have provided a cost for this effort as well.

Our unit pricing is based on vehicular measure for these items. Truck tickets will be collected and submitted.

Please find attached a detailed cost breakdown along relevant backup material. Additionally, we would like to request a thirty (30) calendar day contract time extension be added to the contract for the additional work described above.

Site Preparation

Heavy Construction

Underground Utilities

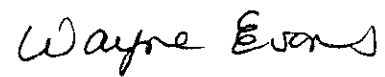
Construction Management

Disaster Recovery

Demolition

If you have any questions concerning this matter or if any further information is required, please don't hesitate to call.

Sincerely,

A handwritten signature in black ink that reads "Wayne Evans". The signature is written in a cursive style with a large, prominent 'W' and 'E'.

Wayne Evans
Project Executive

Cc: Sean Weick, Cycle Construction
Nathan Kernion, Cycle Construction

Des Allemands BL-RFC003

Price Breakdown

2 - Sand Fill

Bid Qty: 4,500.00 CYV

Labor							
<i>Description</i>	<i>Qty</i>	<i>Units</i>		<i>Rate</i>	<i>%</i>		<i>Total</i>
Labor Foreman/Dirt	81.00	MH	\$	45.00	105.56	\$	3,847.66
Operator (Heavy)	243.00	MH	\$	32.00	105.56	\$	8,208.35
Common Laborer	243.00	MH	\$	22.00	105.56	\$	5,643.24
							<hr/>
						Labor Subtotal	\$ 17,699.25
						28% Labor Burden	\$ 4,946.93
						Fringes	\$ 3,419.82
						Per Diem	\$ 0.00
							<hr/>
	567.00	MH				Total Labor Cost	\$ 26,066.00

Equipment							
<i>Description</i>	<i>Qty</i>	<i>Units</i>		<i>Rate</i>	<i>%</i>		<i>Total</i>
Machine Control Laser	81.00	HR	\$	11.31	100.00	\$	916.31
DZ-CAT D6 N (150 HP)	81.00	HR	\$	99.73	100.00	\$	8,078.13
ROLL-CAT CS56 (84" width rol	81.00	HR	\$	46.20	100.00	\$	3,742.20
TR-Water Truck (4000 GAL)	81.00	HR	\$	62.65	100.00	\$	5,074.65
Pickup (1/2 TON) (Company Ow	81.00	HR	\$	16.00	100.00	\$	1,296.00
							<hr/>
	405.00	HR				Total Equipment Cost	\$ 19,107.29

Material							
<i>Description</i>	<i>Qty</i>	<i>Units</i>		<i>Rate</i>	<i>%</i>		<i>Total</i>
Pump Sand	4,500.00	LCY	\$	5.25	111.00	\$	26,223.75
							<hr/>
						Total Material Cost	\$ 26,223.75

Other/Outside Services							
<i>Description</i>	<i>Qty</i>	<i>Units</i>		<i>Rate</i>	<i>%</i>		<i>Total</i>
Haul Sand	4,500.00	LCY	\$	6.00	100.00	\$	27,000.00
							<hr/>
						Total Other/Outside Services Cost	\$ 27,000.00

Total Item Cost	\$	98,397.04
Item Overhead, Bond, & Markup	\$	17,477.96
Item Price	\$	115,875.00
Item Unit Price		\$25.75/CYV

Additional Sand

From Chris Russo <crusso@ddgpc.com>

Date Wed 3/25/2026 8:01 AM

To Sean Weick <seanw@cycleconstruction.com>; Nathan Kernion <nkernion@cycleconstruction.com>; Wayne Evans <wevans@cycleconstruction.com>; Kyle Brunet <kbrunet@ddgpc.com>; Bradley Gray <bgray@ddgpc.com>; Andre Ford <aford@stcharlesgov.net>; William Baroni <wbaroni@ddgpc.com>

Sean,

Per our phone conversation this morning, Cycle is approved to proceed with an additional 1,000cy of sand, bringing the total to 5,500cy, if needed to achieve compacted design grade in the parking areas. Cycle is still required to place 12" of native material or plastic soil blanket material in the landscape areas per the plans and specs.

Also, we will communicate this under separate email to include Alpha, but there should be 3 compaction tests on the sand and 3 on the stone. We will include a plan markup for reference in that email.

Please notify [@William Baroni](#) when uncompacted design grade is achieved and again following compacted design grade to understand the total additional sand fill quantity.



Chris Russo, PE

Coastal Engineering Lead + Associate

O:(985) 249-6180 | M:(985) 869-3835

crusso@ddgpc.com

16675 E Brewster Rd.

Suite 150, Covington, LA 70433



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