



St. Charles Parish Clerk of Court  
P.O. Box 424  
Hahnville, LA 70057

Phone (985) 783-6632

**Lance Marino**  
Clerk of Court  
Parish of St. Charles

24-28  
2024-0000  
Certified Copy

**Instrument Number: 480105**

**Book/Index:** MOB

**Document Type:** CONTRACT CHANGE ORDER

**Recording Date:** 02/22/2024 10:31 AM CST

**Grantor 1:** ST CHARLES PARISH GENERAL GOVERNMENT  
BUILDINGS

**Grantee 1:** ARC MECHANICAL

THIS PAGE IS RECORDED AS PART OF YOUR DOCUMENT AND  
SHOULD BE RETAINED WITH ANY COPIES.

THE ATTACHED DOCUMENT IS A **CERTIFIED TRUE AND CORRECT COPY** THAT WAS  
RECORDED ON THE DATE AND TIME LISTED ABOVE AND CERTIFIED ON THE SAME.



*Aubrey Waguespack*  
Aubrey Waguespack, Deputy Clerk

2024-0066

INTRODUCED BY: MATTHEW JEWELL, PARISH PRESIDENT  
(GENERAL GOVERNMENT BUILDINGS)

ORDINANCE NO. 24-2-8

An ordinance approving and authorizing the execution of Change Order No. 1 for AHU-5 HVAC System Replacement (Project No. GB-AC-0220), to decrease the contract amount by \$3,034.00.

WHEREAS, Ordinance No. 20-2-7, adopted on February 17, 2020, by the St. Charles Parish Council, approved and authorized the execution of a Engineering Services Contract between Huseman & Associates, LLC and St. Charles Parish to perform electrical and mechanical consulting engineering services associated with the replacement of the HVAC Unit #5 at the St. Charles Parish Courthouse located at 15045 River Rd., Hahnville, LA 70057; and,

WHEREAS, Ordinance No. 21-6-3, adopted on June 7, 2021, by the St. Charles Parish Council, approved and authorized the execution of a contract with ARC Mechanical Contractors, Inc., for St. Charles Parish Courthouse AHU-5 HVAC System Replacement, (Project No. GB-AC-0220), in the amount of \$824,000.00; and,

WHEREAS, it is necessary to issue a change order to reconcile the relocation of infrastructure for the above mentioned project; and,

WHEREAS, it is necessary to amend the contract resulting in an decrease in the approved contract price of \$824,000.00 resulting in a final contract price of \$820,966.00.

THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:

SECTION I. That Change Order No. 1 for AHU-5 HVAC System Replacement (Project No. GB-AC-0220), to decrease the contract amount by \$3,034.00 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 19th day of February, 2024, to become effective five (5) days after this publication in the official journal.

CHAIRMAN: Bob Fisher  
SECRETARY: Michelle Dupontato  
DLVD/PARISH PRESIDENT: February 20, 2024  
APPROVED: ✓ DISAPPROVED: \_\_\_\_\_

PARISH PRESIDENT: Matthew Jewell  
RETD/SECRETARY: February 21, 2024  
AT: 3:40pm RECD BY: [Signature]

CERTIFIED TRUE & CORRECT AS PER  
MINUTES DATED 2/19/24

Michelle Dupontato  
SECRETARY  
ST. CHARLES PARISH COUNCIL

SECTION 00806

CHANGE ORDER

No. 01

DATE OF ISSUANCE: 10-03-2022

EFFECTIVE DATE: 10-03-2022

OWNER: St. Charles Parish Courthouse  
CONTRACTOR: ARC Mechanical  
Contract: AHU-5 HVAC System Replacement  
Project #: GB-AC-0220  
OWNER's Contract No. GB-AC-0220  
ENGINEER's Contract No. 2020-0050  
ENGINEER: Huseman & Associates, LLC

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

1. Deduct for the Following Work Items:

a. Work Change Directive No. 1

- i. Contract Item #1: Roofing scope of work for installation of roof top equipment and roof curbs.  
Deduct applied for this scope of work. (-\$ 19,739.00)
- ii. Contract Item #2: Fire-smoke dampers in corridors.  
Deduct applied for this scope of work. (-\$ 1,400.00)

Net Total Deduct for WCD No. 1 Work Items = (-\$ 21,139.00)

2. Add for the Following Work Items:

a. Work Change Directive No. 1

- i. New Contract Item #3: Replace existing domestic water PEX pipe located in the plenum. There is approx. 100' of existing PEX piping that is not rated for use in plenum applications. Install new PEX pipe in compliance with ASTM E84 for smoke flame rating for plenum applications.  
Addition of \$ 3,807.00 (L.S.). See attached cost estimate for details.
- ii. New Contract Item #4: Relocation of doors and demolition work in the new office spaces. Relocation of existing door openings required additional architectural scope of work to close the openings, finish, and paint.  
Addition of \$ 9,099.00 (L.S.). See attached cost estimate for details.
- iii. New Contract Item #5: Demolition of existing walls from former refrigerator room and installation of new walls to finish existing office space and storage areas.  
Addition of \$ 1,636.00 (L.S.). See attached cost estimate for details.
- iv. New Contract Item #6: Demolition of old telephone conduit.  
Addition of \$ 1,825.00 (L.S.). See attached cost estimate for details.
- v. New Contract Item #7: Add ductless split system for IT Room fully redundant emergency backup.  
Addition of \$ 22,474.00 (L.S.). See attached cost estimate for details.
- vi. New Contract Item #8: Asbestos abatement of existing IT Room floor.  
Addition of \$ 4,831.00 (L.S.). See attached cost estimate for details.

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AHU-5 HVAC SYSTEM REPLACEMENT

- vii. New Contract Item #9: IT Room floor modifications. The concrete beam at the IT room needed to be chipped down far enough to install floor patch to receive new flooring. The exiting ceramic tile had to be removed as well.  
Addition of \$ 13,060.00 (L.S.). See attached cost estimate for details.
- viii. New Contract Item #10: Encapsulate floors at LVT. Install floor patch on top of existing flooring that would allow new LVT to be installed.  
Addition of \$ 14,250.00 (L.S.). See attached cost estimate for details.
- ix. New Contract Item #11: Furr out existing CMU walls at new offices.  
Addition of \$ 1,649.00 (L.S.). See attached cost estimate for details.
- x. New Contract Item #12: Painting of existing walls, doors, and door frames due to damages sustained from Hurricane Ida.  
Addition of \$ 36,821.00 (L.S.). See attached cost estimate for details.
- xi. New Contract Item #13: Provide additional power outlets and data drops in new offices.  
Addition of \$ 5,962.00 (L.S.). See attached cost estimate for details.
- xii. New Contract Item #14: *Request for Construction Time Extension*. The quantity of construction calendar days is to be changed from 180 to 440. Date for Substantial Completion to be revised from December 12, 2021, to September 6, 2022.  
Addition of \$ 0.00 (L.S.). See attached letter from Contractor for details.
- xiii. New Contract Item #15: Provide additional twist-lock outlets in IT Room and modifications to break room power wiring for microwave and cook top range.  
Addition of \$ 2,691.00 (L.S.). See attached cost estimate for details.

Net Total Add for Work Change Directive No. 1 Items = (+\$ 118,105.00)

**Change Order No.1 Summary:**

Relocation of Infrastructure .....	\$100,000.00 within the original contract amount.
WCD No. 1 Deduct.....	(-\$ 21,139.00)
WCD No. 1 Add.....	+\$ 118,105.00
<b>Total Deduct for Change Order No. 1.....</b>	<b>\$3,034.00</b>

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

- 1. Deleted Work Items
  - a. Work Change Order Directive No. 1
    - i. Existing roof had to be completely replaced due to damage sustained from Hurricane Ida. Contractor issued a credit for scope that involved roofing work to install new roof top HVAC equipment.
    - ii. Contractor issued a credit for electrical and fire alarm scope of work that involved installation of fire-smoke dampers in the corridor areas. Several fire-smoke dampers were removed from the scope of work due to the installation of fire rated ceilings in the corridor areas.
- 2. Added Work Items
  - a. Work Change Order Directive No. 1
    - i. There was approx. 100' of existing PEX piping that was not rated for use in return air plenum applications. New PEX pipe, in compliance with ASTM E84 for smoke flame rating for plenum applications, was installed.

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AHU-5 HVAC SYSTEM REPLACEMENT**

- vi. Asbestos abatement of existing IT room floor. IT room floor tiles tested positive for asbestos.
- vii. The existing IT Room floor was raised from the rest of the adjacent floors. During construction, concrete beams were discovered under the raised IT room floor panels. The existing concrete pads had to be demolished to level and finish the floors to match the adjacent areas. The concrete beam at the IT room needed to be chipped down far enough to install floor patch to receive new flooring. The exiting ceramic tile had to be removed as well.
- viii. During construction, it was discovered that the existing floor tiles under the carpet contained tested positive for asbestos. Asbestos encapsulation product was installed on top of existing flooring to allow for new LVT to be installed.
- ix. Decision was made to fur out existing CMU walls at new offices.
- x. Existing walls, doors and door frames had to be painted due to damages sustained from Hurricane Ida.
- xi. Sheriff Office requested additional power outlets and data drops in new offices.
- xii. Requested construction time extension due to Hurricane Ida, as well as labor shortages and construction material delivery delays due to the COVID-19 pandemic.
- xiii. Sheriff Office requested additional twist-lock power outlets and data drops in IT Room.
- xiv. Unforeseen existing condition found during construction. Power wiring to Break Room microwave oven and cook top range found to be non-compliant with code.

**Attachments: (List documents supporting change)**

Work Change Order Directive No. 1  
Letter from ARC Mechanical Contractors for Time Extension.

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**SCP PROJECT #GB-AC-0220  
AHU-5 HVAC SYSTEM REPLACEMENT**

CHANGE IN CONTRACT PRICE:
Original Contract Price \$824,000.00
Net Increase (Decrease) from previous Change Orders No. 1 to 1: \$0.00
Contract Price prior to this Change Order: \$824,000.00
Net increase (decrease) of this Change Order: \$3,034.00
Contract Price with all approved Change Orders: \$820,966.00

CHANGE IN CONTRACT TIMES:
Original Contract Times: Substantial Completion: 180 days (Dec. 12, 2021) Ready for final payment: 45 days (Jan. 27, 2022) (days or dates)
Net change from previous Change Orders No. 1 to No. 1: Substantial Completion: N/A Ready for final payment: N/A (days)
Contract Times prior to this Change Order: Substantial Completion: 180 days (Dec. 12, 2021) Ready for final payment: 45 days (Jan. 27, 2022) (days or dates)
Net increase this Change Order: Substantial Completion: 260 days (September 6, 2022) Ready for final payment: 45 days (October 21, 2022) (days or dates)
Contract Times with all approved Change Orders: Substantial Completion: September 6, 2022 Ready for final payment: October 21, 2022 (dates)

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**RECOMMENDED:**

By: *FEDRO GOMEZ*  
ENGINEER (Authorized Signature)

Date: 10-03-22

**APPROVED:**

By: *Math Jewell*  
OWNER (Authorized Signature)

Date: 2-21-24

**ACCEPTED:**

By: *[Signature]*  
CONTRACTOR (Authorized Signature)

Date: 10-10-2022