



ST. CHARLES PARISH

OFFICE OF THE COUNCIL SECRETARY

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COUNCIL OFFICE MEMORANDUM

DATE: NOVEMBER 20, 2025

TO: MR. GREGORY GORDEN
WATERWORKS DIRECTOR

FROM: MICHELLE IMPASTATO 
COUNCIL SECRETARY

RE: PROFESSIONAL SERVICES AGREEMENT
ST. CHARLES PARISH WEST BANK B PLANT CLARIFIER UPGRADE
(PROJECT NO. WWKS 117)

On November 17, 2025, the St. Charles Parish Council adopted Ordinance No.25-11-8 approving and authorizing the execution of a Professional Services Agreement with Professional Engineering Consultants Corporation, to perform engineering services for the St. Charles Parish West Bank B Plant Clarifier Upgrade (Project No. WWKS 117), in the amount of \$123,256.00.

A copy of the ordinance is enclosed for your records. The agreement has been routed to you via DocuSign on November 19, 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. Darrin Duhe w/enclosure
Mr. Corey Oubre w/enclosure
Professional Engineering Consultants Corporation w/enclosure

2025-0338

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

ORDINANCE NO. 25-11-8

An ordinance approving and authorizing the execution of a Professional Services Agreement with Professional Engineering Consultants Corporation, to perform engineering services for the St. Charles Parish West Bank B Plant Clarifier Upgrade (Project No. WWKS 117), in the amount of \$123,256.00.

WHEREAS, St. Charles Parish desires to design the rehabilitation/replacement of thirty-one (31) foot solids contact type clarifier at the West Bank B Water Plant; and,

WHEREAS, the projected work includes but not limited to, removing and replacing the existing solids contact style clarifier. The new clarifier is to have stainless steel on all wetted parts thereby eliminating maintenance (such as blasting and paint) of the unit altogether; and,

WHEREAS, St. Charles Parish wishes to contract with Professional Engineering Consultants Corporation to perform the Plan Development, Bidding and Advertising, and Construction for the St. Charles Parish West Bank B Plant Clarifier Upgrade (Project No. WWKS 117); and,

WHEREAS, St. Charles Parish and Professional Engineering Consultants Corporation have mutually agreed to the amount of \$123,256.00 to complete all 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 Professional Engineering Consultants Corporation, to perform engineering services for the St. Charles Parish West Bank B Plant Clarifier Upgrade (Project No. WWKS 117), in the amount of \$123,256.00 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, SKIBA, PILIE, COMARDELLE, O'DANIELS,
FISHER, DEBRULER
NAYS: NONE
ABSENT: WILSON

And the ordinance was declared adopted this 17th day of November, 2025, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: *Matthew Jewell*
SECRETARY: *Michelle Dupont*
DLVD/PARISH PRESIDENT: *November 18, 2025*
APPROVED: *[Signature]* **DISAPPROVED:** _____

PARISH PRESIDENT: *[Signature]*
RETD/SECRETARY: *November 19, 2025*
AT: *1:53 pm* **RECD BY:** *[Signature]*