

**2024-0362**

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

**ORDINANCE NO. 24-11-6**

An ordinance approving and authorizing the execution of Amendment No. 2 to a Professional Services Agreement with Ardaman & Associates, Inc., to perform additional geotechnical services for the Evangeline Road & CN Railroad Box Culvert (Project No. P210701), to increase the lump sum fee by \$8,700.00, increasing the overall contract amount to \$33,700.00.

**WHEREAS,** Ordinance No. 21-8-14 adopted on August 23, 2021, by the St. Charles Parish Council, approved and authorized the execution of a Professional Services Agreement between St. Charles Parish and Volkert, Inc., to perform engineering services for Evangeline Road & CN Railroad Box Culvert (Project No. P210701); and,

**WHEREAS,** on August 18, 2022, St. Charles Parish entered into a Professional Services Agreement with Ardaman & Associates, Inc., for the geotechnical investigation evaluation of the Evangeline Road & CN Railroad Box Culvert (Project No. P210701), for a lump sum amount of \$16,500.00; and,

**WHEREAS,** Ordinance No. 23-11-8 adopted on November 20, 2023, by the St. Charles Parish Council, approved and authorized the execution of Amendment No. 1 to a Professional Services Agreement with Ardaman & Associates, Inc. for the Evangeline Road & CN Railroad Box Culvert (Project No. P210701), in the amount of \$8,500.00 for a total contract value of \$25,000.00; and,

**WHEREAS,** due to a recent meeting between the Owner and Engineer for the project, the scope changed slightly, requiring additional geotechnical design; and,

**WHEREAS,** St. Charles Parish and Ardaman & Associates, Inc. have mutually agreed upon a lump sum fee of \$8,700.00 to complete the work, increasing the total lump sum fee to \$33,700.00; and,

**WHEREAS,** the Amendment No. 2 to the Professional Services Agreement between St. Charles Parish and Ardaman & Associates, Inc., describes the details of the proposed services and compensation.

**THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:**

**SECTION I.** That Amendment No. 2 to the Professional Services Agreement between St. Charles Parish and Ardaman & Associates, Inc., for the Evangeline Road & CN Railroad Box Culvert (Project No. P210701) to increase the lump sum fee by \$8,700.00, increasing the overall contract total to \$33,700.00, is hereby approved and accepted.

**SECTION II.** That the Parish President is hereby authorized to execute Amendment 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 November, 2024, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: Bob Fisher

SECRETARY: Michelle Dupont

DLVD/PARISH PRESIDENT: November 19, 2024

APPROVED: ✓ DISAPPROVED:           

PARISH PRESIDENT: Matthew Jewell

RETD/SECRETARY: November 21, 2024

AT: 2:30pm RECD BY: [Signature]

**AMENDMENT NO. 2  
TO  
PROFESSIONAL SERVICES AGREEMENT  
FOR EVANGELINE ROAD & CN  
RAILROAD BOX CULVERT**

THIS AMENDMENT NO. 2 is made and entered into on this 11/25/2024 day of November, 2024;

BY AND BETWEEN:

**ST. CHARLES PARISH**, represented herein by its duly authorized Parish President, Matthew Jewell, (hereafter sometimes referred to as "OWNER"), and

**ARDAMAN & ASSOCIATES, INC.**, represented herein by Robert E. Jewell, P.E., duly authorized by Corporate Resolution attached hereto (hereafter sometimes referred to as "CONSULTANT"):

WHEREAS, Ordinance No. 21-8-14 adopted on August 23, 2021, by the St. Charles Parish Council, approved and authorized the execution of a Professional Services Agreement between St. Charles Parish and Volkert, Inc., to perform engineering services for Evangeline Road & CN Railroad Box Culvert (Project No. P210701); and,

WHEREAS, On August 18, 2022, St. Charles Parish entered into a Professional Services Agreement with Ardaman & Associates, Inc., for the geotechnical investigation evaluation of the Evangeline Road & CN Railroad Box Culvert (Project No. P210701), for a lump sum amount of \$16,500.00; and,

WHEREAS, Ordinance No. 23-11-8 adopted on November 20, 2023, by the St. Charles Parish Council, approved and authorized Amendment No. 1 to the Agreement between St. Charles Parish and Ardaman & Associates, Inc., for additional geotechnical work due to the project falling within the extents of the Zone of Influence for the CN Railroad, requiring specific shoring design be done prior to the project bidding, which increased the contract amount by \$8,500.00 for a total contract value of \$25,000.00; and,

WHEREAS, Due to a recent meeting between the Owner and Engineer for the project, the scope changed slightly, requiring additional geotechnical design; and,

WHEREAS, St. Charles Parish and Ardaman & Associates, Inc. have mutually agreed upon a lump sum fee of \$8,700.00 to complete the work, increasing the total lump sum fee to \$33,700.00; and,

WHEREAS, The Amendment No. 2 to the Professional Services Agreement between St. Charles Parish and Ardaman & Associates, Inc., describes the details of the proposed services and compensation.

**ATTACHMENT "A" PROJECT SCOPE**

**Add the following verbiage to Attachment "A".**

Complete additional geotechnical investigation to determine requirements for sheet pile wall design based on changes in scope as presented by the Engineer, in representation of the OWNER. The analysis shall include required lengths for both PZ-22 and PZ-27 sheet pile types due to the revised layout.

**ATTACHMENT "B" PROJECT SCHEDULE**

**Add the following verbiage to Attachment "B".**

The CONSULTANT shall complete the following phases of the project within the number of days shown after Notices to Proceed:

Additional Geotechnical Investigation & Report Revision - 30 days

**ATTACHMENT "C" PROJECT COMPENSATION**  
**Add the following verbiage to Attachment "C".**

OWNER shall pay CONSULTANT on a Lump Sum basis for Geotechnical Services set forth in Attachment A as follows:

- a. The total compensation for additional geotechnical services as described in Attachment A is estimated to be \$8,700.00, with a total contract value of \$33,700.00.

THUS DONE AND SIGNED in the presence of the undersigned competent witnesses, on this 11/25/2024 day of \_\_\_\_\_, 2024.

Witnesses:

Signed by:  
Samantha de Castro  
79FB67AC223E44F...

DocuSigned by:  
Anthony Dyo  
9717B77087AD4E7

ST. CHARLES PARISH

DocuSigned by:  
Matthew Jewell  
85AAB8ECSF77E303...

By: Matthew Jewell  
Parish President

Date: 11/25/2024

Signed by:  
Robert Edwin Jewell  
7E62D793DCF8400...

Signed by:  
James King  
8FB248BFC991445...

ARDAMAN & ASSOCIATES, INC.

Signed by:  
Robert E. Jewell  
74B6DF266A53408...

By: Robert E. Jewell, P.E.  
Project Engineer/Branch  
Manager

Date: 11/22/2024



Ardaman & Associates, Inc.

Geotechnical, Environmental and  
Materials Consultants

**CERTIFICATE**

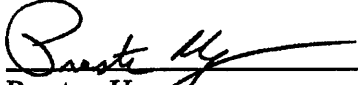
**ARDAMAN & ASSOCIATES, INC.**

To the State of Louisiana, Department of Transportation:

I hereby certify to you that I am the duly elected and qualified Secretary of Ardaman & Associates, Inc., a Florida corporation (the "Company"), and that, as such, I am authorized to execute this Certificate on behalf of the Company. I further certify to you on behalf of the Company that:

Robert E. Jewell, Vice President of the Company, is authorized and empowered, in accordance with the policies and procedures of the Company's parent corporation, to execute on behalf of the Company Amendment No. 1 to Professional Services Agreement for Evangeline Road & Cn Railroad Box Culvert (Parish Project No. P210701), dated August 18, 2022, by and between St. Charles Parish and the Company.

IN WITNESS WHEREOF, I have hereunto set my hand as of this 24<sup>th</sup> day of October, 2023.

  
\_\_\_\_\_  
Preston Hopson  
Secretary

## Certificate Of Completion

Envelope Id: F6E9C61C-D316-4C5A-8352-A00436A18291

Subject: Signature Requested for Ardaman & Associates - Amendment - October 03, 2024.docx

Source Envelope:

Document Pages: 2

Certificate Pages: 5

AutoNav: Enabled

EnvelopeId Stamping: Enabled

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Status: Completed

Envelope Originator:

Michelle Impastato

attn: Finance Department

15045 River Road

Hahnville, LA 70057

mimpastato@stcharlesgov.net

IP Address: 209.112.106.2

## Record Tracking

Status: Original

11/22/2024 7:47:55 AM

Holder: Michelle Impastato

mimpastato@stcharlesgov.net

Location: DocuSign

## Signer Events

Robert E. Jewell

rjewell@ardaman.com

Security Level: Email, Account Authentication  
(None)

## Signature

Signed by:

*Robert E. Jewell*

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Signature Adoption: Pre-selected Style

Using IP Address: 152.179.28.38

## Timestamp

Sent: 11/22/2024 7:53:35 AM

Viewed: 11/22/2024 8:16:13 AM

Signed: 11/22/2024 8:17:34 AM

## Electronic Record and Signature Disclosure:

Accepted: 11/22/2024 8:16:13 AM

ID: 8fde89da-5981-476f-8bbc-93a520897d71

Matthew Jewell

mjj@stcharlesgov.net

Parish President

Security Level: Email, Account Authentication  
(None)

DocuSigned by:

*Matthew Jewell*

BSAABEC5F77E403

Signature Adoption: Pre-selected Style

Using IP Address: 184.176.199.178

Sent: 11/22/2024 11:18:00 AM

Viewed: 11/23/2024 7:57:46 AM

Signed: 11/25/2024 8:54:06 AM

## Electronic Record and Signature Disclosure:

Not Offered via DocuSign

## In Person Signer Events

## Signature

## Timestamp

## Editor Delivery Events

## Status

## Timestamp

## Agent Delivery Events

## Status

## Timestamp

## Intermediary Delivery Events

## Status

## Timestamp

## Certified Delivery Events

## Status

## Timestamp

## Carbon Copy Events

## Status

## Timestamp

## Witness Events

## Signature

## Timestamp

## Witness Events

Jarmon King  
jking@ardaman.com  
Engineer  
jking@ardaman.com  
Witness for Robert E. Jewell  
(rjewell@ardaman.com)  
Security Level:

### Electronic Record and Signature Disclosure:

Accepted: 11/22/2024 8:20:57 AM  
ID: f7c4fbe2-7f1b-4ad3-9a1f-0f53e421ead9

Robert Edwin Jewell  
rjewell8@gmail.com  
Engineer  
1333 South Columbine Street  
Witness for Robert E. Jewell  
(rjewell@ardaman.com)  
Security Level:

### Electronic Record and Signature Disclosure:

Accepted: 11/22/2024 11:16:40 AM  
ID: 46840ed6-182f-47b0-85ce-a63c838fc3ab

Anthony Ayo  
aayo@stcharlesgov.net  
Chief Information Officer  
Chief Information Officer  
139 Magnolia Ct.  
Witness for Matthew Jewell (mlj@stcharlesgov.net)  
Security Level:

### Electronic Record and Signature Disclosure:

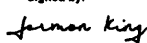
Not Offered via DocuSign

Samantha de Castro  
Sdecastro@stcharlesgov.net  
Deputy CAO  
Deputy CAO  
PO Box 302  
Witness for Matthew Jewell (mlj@stcharlesgov.net)  
Security Level:


### Electronic Record and Signature Disclosure:

Not Offered via DocuSign

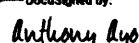
## Signature

Signed by:  
  
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## Notary Events

## Signature

## Timestamp

### Envelope Summary Events

### Status

### Timestamps

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Certified Delivered	Security Checked	11/25/2024 9:02:12 AM
Signing Complete	Security Checked	11/25/2024 9:02:22 AM
Completed	Security Checked	11/25/2024 9:03:19 AM

## Payment Events

## Status

## Timestamps

### Electronic Record and Signature Disclosure

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#### **How to contact St. Charles Parish -CLM:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [clarsen+stcharlesparish@marshfieldconsulting.com](mailto:clarsen+stcharlesparish@marshfieldconsulting.com)

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- ii. send us an email to [clarsen+stcharlesparish@marshfieldconsulting.com](mailto:clarsen+stcharlesparish@marshfieldconsulting.com) and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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