

Ord.

**2017-0082**

**INTRODUCED BY: LARRY COCHRAN, PARISH PRESIDENT  
(GENERAL GOVERNMENT BUILDINGS)**

**ORDINANCE NO. 17-3-6**

An ordinance to approve and authorize the execution of an Engineering Services Contract between Burk-Kleinpeter, Inc., and St. Charles Parish for the development and implementation of a Corrective Action Plan (CAP) for the Hydraulic Lifts Area (AOL-2) at the Former Madere's Garage located at 15042 River Road, Hahnville, LA 70057.

**WHEREAS,** a Corrective Action Plan (CAP) was requested by the Louisiana Dept. of Environmental Quality; and,

**WHEREAS,** it is the desire of the Parish to take corrective measures in order to utilize the building as an environmentally safe work area; and,

**WHEREAS,** it is the desire of the Parish to engage a qualified firm to provide professional environmental engineering services for the development and implementation of a Corrective Action Plan (CAP) in accordance with LDEQ's request; and,

**WHEREAS,** the professional services contract will be in the amount of \$22,824.00; and,

**WHEREAS,** it is the desire of the Parish and Burk-Kleinpeter, Inc., to enter into an Engineering Services Contract for said services.

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

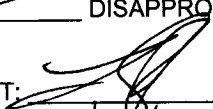
**SECTION I.** That the Engineering Services Contract between Burk-Kleinpeter, Inc., and St. Charles Parish for the development and implementation of a Corrective Action Plan (CAP) for the Hydraulic Lifts Area (AOL-2) at the former Madere's Garage located at 15042 River Road, Hahnville, LA 70057 is hereby approved and accepted.

**SECTION II.** That the Parish President is hereby authorized to execute said Engineering Services Contract on behalf of St. Charles Parish and to act on behalf of St. Charles Parish in all matters pertaining to this project.

The foregoing ordinance having been submitted to a vote, the vote thereon was as follows:

YEAS:       BENEDETTO, HOGAN, WILSON, CLULEE, GIBBS, WOODRUFF, BELLOCK,  
              FLETCHER, FISHER-PERRIER  
NAYS:       NONE  
ABSENT:     NONE

And the ordinance was declared adopted this 20th day of March, 2017, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: Terrell D. Wilson  
SECRETARY: Tiffany K. Clark<sup>vb</sup>  
DLVD/PARISH PRESIDENT: 3/22/17  
APPROVED: \_\_\_\_\_ DISAPPROVED: \_\_\_\_\_  
PARISH PRESIDENT:   
RETD/SECRETARY: 3/23/17  
AT: 10:15am RECD BY: JKC<sup>vb</sup>

**SINGLE PROJECT  
CONTRACT FOR ENGINEERING SERVICES**

THIS AGREEMENT made and effective as of the 23<sup>rd</sup> day of March, 2017, by and between ST. CHARLES PARISH acting herein by and through its President, who is duly authorized to act on behalf of said Parish, hereinafter called the Owner, and Burk-Kleinpeter, Inc., a corporation acting herein by and through its Contracting Officer, hereinafter called Engineer. Whereas the Owner desires to employ a professional consulting engineering firm to perform engineering services for the development, implementation, oversight and close-out of a La. Department of Environmental Quality requested Corrective Action Plan for the Old Madere's Garage Hydraulic Lifts Area (AOI-2) project as described in Ordinance No. 17-3-6 which is attached hereto and made a part hereof.

**1.0 GENERAL**

The Owner agrees to employ the Engineer, and the Engineer agrees to perform professional services required for the project described above. Engineering will conform to the requirements of the Owner and to the standards of the agencies participating with the Owner in the Project. The Engineer will coordinate all work between the Owner and all participating agencies and regulating agencies, if needed. Written authorization to begin Conceptual, Preliminary, and Design phases of the project will be given to the Engineer by the owner. The Owner may terminate the Contract by written notification and without cause per Section 7.0 during any phase of the project.

**2.0 CHARACTER AND EXTENT OF BASIC SERVICES OF THE ENGINEER**

**2.1 General**

**2.1.1** Engineer shall provide for Owner professional engineering services in all phases of the Project to which this Agreement applies and as hereinafter provided to properly plan and execute the work on the project(s) assigned to the Engineer. These services will include but will not be limited to serving as Owner's professional engineering representative for the Project, providing professional engineering consultation and advice, and furnishing customary civil, surveying, geotechnical, structural, mechanical, electrical, instrumentation and control engineering services and construction engineering and inspection.

**2.1.2** In general, the Project consists of the Design and Implementation Management of the following major elements:

Development and implementation of a Corrective Action Plan as requested by LDEQ to include:

Task 1.0: CAP Development (30 days after receiving Notice to Proceed)

Task 2.0: CAP Bidding Assistance (60 days after receiving LDEQ approval of CAP {subject to Levee Permit acquisition})

Task 3.0: CAP Implementation Oversight, (30 days after award of contract) and

Task 4.0 Site Closure Report (30 days after Task 3.0)

**2.1.3** Services provided by the Engineer shall be performed in accordance with generally accepted professional engineering practice at the time and the place where the services are rendered.

**2.1.4** Engineer shall provide minutes of all meetings with St. Charles Parish to include but not limited to meetings regarding any phase of the Project, Pre-Bid Conferences, Progress Meetings, Technical review Committee Meetings, etc.

- 2.2 **CAP Development Phase**
  - 2.2.1 Develop CAP in accordance with requirements outlined in the LDEQ letter dated February 6, 2017.
  - 2.2.2 A draft CAP with a recommended remedial option along with a work plan and a budgetary cost estimate submitted to the Owner for review.
  - 2.2.3 Upon review and approval by Owner, engineer will finalize the CAP and submit to LDEQ for approval.
- 2.3 **CAP Bidding Assistance Phase**
  - 2.3.1 Engineer will prepare bid documents necessary for obtaining a minimum of three (3) competitive letter bids.
  - 2.3.2 Letter bid documents will include scope of work, bid forms, drawings and specifications for the project.
  - 2.3.3 Conduct a mandatory pre-bid conference at the site of the project.
  - 2.3.4 Evaluate the bids and provide recommendation to Owner.
  - 2.3.5 Assist contractor with acquiring required permits from the permitting agencies responsible for issuing such permits
- 2.4 **CAP Implementation Oversight Phase**
  - 2.4.1 Provide oversight of the Contractor to ensure that the CAP activities are performed in accordance with the project specifications.
  - 2.4.2 Perform all necessary coordination with LDEQ
  - 2.4.3 Collect confirmatory samples required to determine the completion of the CAP work.
- 2.5 **Site Closure Phase**
  - 2.5.1 Conduct laboratory analysis of the confirmatory samples for Extractable Petroleum Hydrocarbons (EPH).
  - 2.5.2 Review the laboratory analysis report to determine that the Constituents of Concern, EPH, is below LDEQ RECAP Standard.
  - 2.5.3 Upon satisfactory analysis results, will obtain LDEQ approval to close the site.
  - 2.5.4 Prepare a site closure report summarizing the CAP activities and submit to LDEQ for approval.
  - 2.5.5 Obtain a no further action required letter for the site from LDEQ
- 3.0 **SERVICES OF THE OWNER**
  - 3.1 Provide full information as to the requirements of the Project.
  - 3.2 Assist the Engineer in planning and design services by placing at his disposal all existing plans, maps, field notes, statistics, computations and other data in its possession relative to existing facilities.
  - 3.3 Guarantee access to and make all provisions for the Engineer and his subconsultants to enter upon public property as required for performing the services.
- 4.0 **COMPENSATION**
  - 4.1 For performance of Basic Engineering and Implementation as outlined in Section 2, Paragraphs 2.1 through 2.5.5 inclusive, required by the Owner, the Owner shall authorize and pay the Engineer upon completion of each task as per the following:
    - 4.1.1 Task 1.0: CAP Development: \$5,068.00
    - 4.1.2 Task 2.0: CAP Bidding Assistance: \$7,522.00 (does not include any permit fees)
    - 4.1.3 Task 3.0: CAP Implementation Oversight: \$6,950.00
    - 4.1.4 Task 4.0: Site Closure Report: \$3,284.

**5.0 OWNERSHIP OF DOCUMENTS,**

- 5.1 Documents including but not limited to plans, specifications, maps, basic survey notes, sketches, charts, computations and all other data prepared or obtained under the terms of this authorization shall become the property of the Owner and shall be made available for Owner's inspection at anytime during the Project and, shall be delivered to the Owner prior to termination or final completion of the Contract.
- 5.2 Engineer may retain a set of documents for its files.
- 5.3 Reuse of Documents. Any reuse of documents or materials without written authorization or adaptation by Engineer to the specific purpose intended will be at Owner's sole risk and without liability or legal exposure to Engineer or to Engineer's independent professional associates, subcontractors, and consultants.
- 5.4 No materials, to include but not limited to reports, maps or other documents produced as a result of this Contract, in whole or in part, shall be available to Engineer for copyright purposes. Any such materials produced as a result of this Contract that might be subject to copyright shall be the property of the Owner and all such rights shall belong to the Owner, and the Owner shall be sole and exclusive entity who may exercise such rights.

**6.0 TERMINATION.**

- 6.1 This Agreement may be terminated by either party upon thirty (30) days written notice.
- 6.2 The Engineer, upon receipt of such notice, shall immediately discontinue all services in connection with the performance of this Agreement and shall proceed to cancel promptly all existing orders and contracts insofar as such orders or contracts are chargeable to this Agreement.
- 6.3 The Engineer shall, as soon as practicable after receipt of notice of termination, submit a statement showing in detail the services performed and payments received under this Agreement to the date of termination.
- 6.4 The Owner shall then pay the Engineer promptly that portion of the prescribed fee to which both parties agree.
- 6.5 Failure to meet delivery dates stated in Contract sections 2.2.8, 2.3.3, and 2.7.9 are considered substantial failures. (ADDED 2/02)

**7.0 COMPLIANCE WITH LAWS AND ORDINANCE.**

- 7.1 The Engineer hereby agrees to comply with all Federal, State and Local Laws and Ordinances applicable to the work or services under this Contract.

**8.0 SUCCESSORS AND ASSIGNS**

- 8.1 Owner and Engineer each bind himself, his successors, executors, administrators and assigns to the other party to this Agreement, and to the successors, executors, administrators and assigns of each other party in respect to all covenants of this Agreement.

**9.0 INSURANCE**

- 9.1 The Engineer shall secure and maintain at his expense such insurance that will protect him and the Owner, from claims under Workmen's Compensation Acts and from claims for bodily injury, death or property damage which may arise from performance of services under this Agreement. Insurance for bodily injury or death shall be in the unencumbered amount of \$500,000.00 for one person and not less than \$1,000,000.00 for all injuries and/or deaths resulting from any one occurrence. The insurance for property damage shall be in the unencumbered amount of \$250,000.00 for each accident and not less than \$1,000,000.00 aggregate.
- 9.2 The Engineer shall also secure and maintain at his expense professional liability insurance in the unencumbered sum of \$500,000.00.

- 9.3 All certificates of insurance SHALL BE FURNISHED TO THE OWNER and shall provide that insurance shall not be cancelled without ten (10) days prior written notice to the Owner. The Owner may examine the policies.
- 9.4 Engineer shall include all subcontractors and/or subconsultants as insured under its policies or shall furnish separate certificates for each. All coverages for subcontractors and/or subconsultants shall be subject to all the requirements stated herein.
- 9.5 St Charles Parish shall be named as an additional insured on general liability insurance policies.
- 9.6 For all purposes under Louisiana law, the principals of this Contract shall be recognized as the statutory employer of all contract employees as provided in LSA-R.S. 23:1061.

**10.0 GENERAL.**

- 10.1 The Engineer shall indemnify and save harmless the Owner against any and all claims, demands, suits or judgments for sums of money to any party for loss of life or injury or damages to person or property growing out of, resulting from or by reason of any negligent act by the Engineer, its agent, servants or employees, while engaged upon or in connection with the services required or performed hereunder.
- 10.2 While in the performance of services or carrying out other obligations under this Agreement, the Engineer shall be acting in the capacity of the independent contractors and not as employees of the Owner. The Owner shall not be obligated to any person, firm or corporation for any obligations of the Engineer arising from the performance of their services under this Agreement. The Engineer shall be authorized to represent the Owner with respect to services being performed, dealing with other agencies and administrations in order to perform the services under this Contract.
- 10.3 The Engineer warrants that he has not employed or retained any company or person other than a bona-fide employee working solely for the consultant, to solicit or secure this Contract, and that they have not paid or agreed to pay any company or person other than bona-fide employees working solely for the consultant, any fee, commission, percentage, brokerage fee, gifts or any other consideration, contingent upon or resulting from the award or making of this Contract. For breach or violation of this warranty, the Owner shall have the right to annul this Contract without liability.
- 10.4 This Agreement being for the personal services of the Engineer shall not be assigned or subcontracted in whole or in part by the Engineer as to the services to be performed hereunder without the written consent of the Owner.
- 10.5 Should either party to this Agreement have to file suit in order to enforce the provisions of hereof, the losing party hereby agrees to pay the attorney's fees of the prevailing party.
- 10.6 No member of the Governing Body of the Owner and no other officer, employee or agent of the Owner who exercises any functions or responsibilities in connection with the planning and carrying out to the Program, shall have any personal financial interest, direct or indirect, in this Contract, and the Engineer shall take appropriate steps to assure compliance.
- 10.7 No member of the Governing Body of the locality and no other public official of such locality, who exercises any functions or responsibilities in connection with the planning and carrying out of the Program, shall have any personal financial interest, direct or indirect, in this Contract, and the Engineer shall take appropriate steps to assure compliance.

10.8 The Engineer covenants that he presently has no interest and shall not acquire interest, direct or indirect, in the project area or any parcels therein or any other interest which would conflict in any manner or degree with the performance of his services hereunder. The Engineer further covenants that in the performance of this Contract no person having any such interest shall be employed.

11.0 ACCESS TO SITE.

11.1 Owner shall be fully responsible for obtaining the necessary access authorizations to allow Engineer, its agents, subcontractors and representatives, to have access to all areas of public and private property as required by Engineer in order to perform its services under this Agreement.

12.0 WARRANTY.

12.1 Engineer warrants that it will perform its design services with the degree of skill and to the standard of care required of the engineering profession to meet all Federal, State and Local requirements

12.2 If Engineering Services for project designed by Engineer does not meet those requirements noted in 12.1 above, then to the extent that this occurs as a direct result of Engineer's failure to meet the standard of care in its design services, Engineer will indemnify the Parish for Engineer's share of the costs incurred to bring Engineering Services for project to the limitations mandated.

12.3 The obligations expressed in 12.1 and 12.2 in no way limits the Engineer's obligations expressed elsewhere in this Contract.

13.0 EXCLUSIVE JURISDICTION AND VENUE

13.1 For all claims arising out of or related to this agreement, ENGINEER hereby consents and yields to the exclusive jurisdiction and venue of the Twenty-Ninth Judicial District Court for the Parish of St. Charles and expressly waives any (a) pleas of jurisdiction based upon ENGINEER'S residence and (B) right of removal to Federal Court based upon diversity of citizenship.

IN WITNESS WHEREOF, the parties to these presents have hereunto caused these presents to be executed the day, month and year first above mentioned.

WITNESSES:

ST. CHARLES PARISH

Rolie S. Delahossy

Calvin R. Barthelot

  
Larry Cochran, President  
Parish President

WITNESSES:

BURK-KLEINPETER, INC.

Kevin Henry

Jody Coyne

