



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: JULY 2, 2026

TO: MR. MILES BINGHAM
ENGINEERING DIRECTOR

FROM: MICHELLE IMPASTATO
COUNCIL SECRETARY 

RE: AMENDMENT NO. 1 TO ORDINANCE NO. 25-9-8
TURTLE POND PUMP STATION AND UPSTREAM DRAINAGE
IMPROVEMENTS (PROJECT NO. P250901)

On June 15, 2026, the St. Charles Parish Council adopted Ordinance No. 26-6-6 approving and authorizing the execution of Amendment No. 1 to Ordinance 25-9-8, which approved the Professional Services Agreement with GIS Engineering, LLC, to perform additional engineering services for the Turtle Pond Pump Station and Upstream Drainage Improvements (Project No. P250901), in the lump sum amount of \$802,095.00, increasing the overall contract value to \$1,411,180.50.

A copy of the ordinance is enclosed for your records. Please update in your records and/or software as desired. The agreement was fully executed through Administration's DocuSign software and should be available via DocuSign.

MI/mr

Enclosure

cc: ¹Parish Council
Ms. Samantha de Castro via Electronic Notification
Mr. Grant Dussom via Electronic Notification
Mr. Corey Oubre via Electronic Notification
Mr. Mile Bingham via Electronic Notification
Ms. Carla Chiasson via Electronic Notification
GIS Engineering, LLC w/enclosure

¹ Council Dept. retained 1 DocuSign copy for file

2026-0174

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

ORDINANCE NO. 26-6-6

An ordinance approving and authorizing the execution of Amendment No. 1 to Ordinance 25-9-8, which approved the Professional Services Agreement with GIS Engineering, LLC, to perform additional engineering services for the Turtle Pond Pump Station and Upstream Drainage Improvements (Project No. P250901), in the lump sum amount of \$802,095.00, increasing the overall contract value to \$1,411,180.50.

WHEREAS, Ordinance No. 25-9-8 adopted on September 22, 2025, by the St. Charles Parish Council, approved and authorized the execution of a Professional Services Agreement with GIS Engineering, LLC, to perform engineering services for the Turtle Pond Pump Station and Upstream Drainage Improvements (Project No. P250901), in the not to exceed amount of \$609,085.50; and,

WHEREAS, Ordinance No. 25-11-5 adopted on November 3, 2025, by the St. Charles Parish Council, approved and authorized the execution of a Professional Services Agreement with ELOS Environmental, LLC, to perform environmental services for the Turtle Pond Pump Station and Upstream Drainage Improvements (Project No. P250901), in the not to exceed amount of \$89,000.00; and,

WHEREAS, GIS Engineering, LLC, presented St. Charles Parish with three (3) alternatives in the Study & Report completed for the Turtle Pond Pump Station portion of the project, and St. Charles Parish has elected to proceed with a chosen alternative for full design; and,

WHEREAS, St. Charles Parish and GIS Engineering, LLC, have mutually agreed on a lump sum price of \$802,095.00 to complete the work, consisting of preliminary and final design, bidding and construction administration of the pump station, increasing the overall contract value to \$1,411,180.50; and,

WHEREAS, details on the revised compensation are described in the attached Amendment No. 1.

THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:

SECTION I. That Amendment No. 1 to the Professional Services Agreement between St. Charles Parish and GIS Engineering, LLC, for Turtle Pond Pump Station and Upstream Drainage Improvements (Project No. P250901), in the lump sum amount of \$802,095.00, increasing the overall contract value to \$1,411,180.50, is hereby approved and accepted.

SECTION II. That the Parish President is hereby authorized to execute said 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, PILIE, O'DANIELS, FISHER, DEBRULER
NAYS: NONE
ABSENT: WILSON, SKIBA, COMARDELLE

And the ordinance was declared adopted this 15th day of June, 2026, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: [Signature]
SECRETARY: Michelle D'Amato
DLVD/PARISH PRESIDENT: June 16, 2026
APPROVED: [Signature] DISAPPROVED: _____

PARISH PRESIDENT: Matthew Jewell
RETD/SECRETARY: June 16, 2026
AT: 3:18 pm RECD BY: [Signature]

**AMENDMENT NO. 1
TO
PROFESSIONAL SERVICES AGREEMENT
FOR TURTLE POND PUMP STATION AND
UPSTREAM DRAINAGE IMPROVEMENTS
(PROJECT NO. P250901)**

THIS AMENDMENT NO. 1 is made and entered into on this
6/29/2026

BY AND BETWEEN:

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

GIS Engineering, LLC, represented herein by Benjamin Malbrough, duly authorized by
Corporate Resolution attached hereto (hereafter sometimes referred to as
“CONSULTANT”);

WHEREAS, On September 22, 2025, the St. Charles Parish Council adopted
Ordinance No. 25-9-8 approving and authorizing a Professional Services Agreement
between St. Charles Parish and GIS Engineering, LLC for a Study and Report of Turtle
Pond Pump Station and full design of Upstream Improvements, for the Parish project
entitled Turtle Pond Pump Station and Upstream Improvements (Project No. P250901), in
the not to exceed amount of \$609,085.50; and,

WHEREAS, GIS Engineering, LLC presented St. Charles Parish with three (3)
alternatives in the Study & Report completed for the Turtle Pond Pump Station portion of
the project, and St. Charles Parish has elected to proceed with a chosen alternative for full
design; and,

WHEREAS, St. Charles Parish and GIS Engineering, LLC have mutually agreed
on a lump sum price of \$802,095.00 to complete the work, consisting of preliminary and
final design, bidding and construction administration of the pump station, increasing the
overall contract value to \$1,411,180.50; and,

WHEREAS, details on the revised compensation are described in the attached
Amendment No. 1.

Changes to the Contract Attachments are as follows:

ATTACHMENT “A”

No changes.

ATTACHMENT “B”

No changes.

ATTACHMENT “C”

Delete the original Attachment “C” and replace with the attached “Attachment “C” Amendment No. 1”.

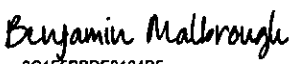
THUS DONE AND SIGNED in the presence of the undersigned competent witnesses, on this 6/29/2026

GIS ENGINEERING, LLC

ST. CHARLES PARISH

By:

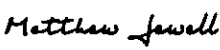
Signed by:



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By:

DocuSigned by:



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Name: Benjamin Malbrough

Name: Matthew Jewell

Title: Vice President

Title: Parish President

Date: 6/24/2026

Date: 6/29/2026

WITNESS

WITNESS

By:

By:

Name:

Name:

Title:

Title:

Date:

Date:

ATTACHMENT “C” (AMENDMENT NO. 1)

TURTLE POND PUMP STATION AND UPSTREAM DRAINAGE IMPROVEMENTS
Project No. (P250901)

Project Compensation:

The overall compensation, as referenced in the Ordinance, is to be \$1,411,180.50, as broken down in the following manner.

OWNER shall pay CONSULTANT a Lump Sum amount of \$57,823.00 for the **Study & Report – Pump Station** Phase portion of the project. This portion of the Work shall be completed and accepted by the OWNER per Attachment A, prior to commencement of Preliminary Design Phase.

- a. The Lump Sum includes compensation for CONSULTANT’s services and services of CONSULTANT’s SUBCONSULTANTS, if any. Appropriate amounts have been incorporated in the Lump Sum to account for labor costs, overhead, profit, expenses, and CONSULTANT charges.

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

- a. The total compensation for basic services as described in Attachment A is estimated to be \$802,095.00, for the **Turtle Pond Pump Station** based on the following estimated distribution of compensation:

1. Preliminary Design Phase	\$280,732.95
2. Final Design Phase	\$320,837.80
3. Bid Phase	\$40,104.85
4. Construction Phase	\$160,419.40

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

- b. The total compensation for basic services as described in Attachment A is estimated to be \$306,012.00, for the **Upstream Drainage Improvements** based on the following estimated distribution of compensation:

1. Preliminary Design Phase	\$109,290.00
2. Final Design Phase	\$196,722.00
3. Bid Phase	\$TBD
4. Construction Phase	\$TBD

- c. CONSULTANT may, with OWNER’s consent, alter the distribution of compensation between individual phases of the Work noted herein to be

consistent with services actually rendered, but shall not exceed the total estimated compensation amount unless approved in writing by OWNER.

- d. The amounts billed for CONSULTANT’s services under this Agreement will be based on the cumulative hours charged to the Project during the billing period by each class of CONSULTANT’s employees times Standard Hourly Rates for each applicable billing class, plus CONSULTANT’s SUBCONSULTANT’s charges.
- e. The Standard Hourly Rates charged by CONSULTANT constitute full and complete compensation for CONSULTANT’s services, including labor costs, overhead, and profit; the Standard Hourly Rates do not include CONSULTANT’s SUBCONSULTANT’s charges.
- f. CONSULTANT’s Standard Hourly Rates are attached to this Agreement as Attachment C-1. The original Attachment C-1 is unchanged under Amendment No. 1.

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

- | | |
|--------------------------------------|-------------|
| a. Surveying – Pump Station | \$21,855.00 |
| b. Surveying – Drainage Improvements | \$51,540.50 |
| c. Geotechnical Investigation | \$65,780.00 |

OWNER shall pay CONSULTANT on a Not to Exceed basis for Additional Services set forth in Attachment A as follows:

- | | |
|-------------------------------|-------------|
| a. DOTD Permit | \$33,010.00 |
| b. Utility Coordination | \$30,010.00 |
| c. Railroad Permit | \$27,775.00 |
| d. Subconsultant Coordination | \$15,280.00 |

OWNER shall pay CONSULTANT for Resident Project Representative Basic Services as follows:

- 1. Resident Project Representative Services: For services of CONSULTANT’s Resident Project Representative, if requested, as outlined in Part 2.D of Attachment A, a total amount of \$TBD, at the hourly rate as listed in Attachment C-1.
- 2. Resident Project Representative Schedule: The total amount set forth above is based on full-time RPR services on an eight-hour workday Monday through Friday over a TBD-day construction schedule.



Category	Category Description	Personnel Description	Bill Rate
I	CO-OP	Student Intern	60
II	ADMINISTRATION	Administrative Assistant I	65
		Administrative Assistant II	85
		Executive Assistant	90
III	CADD	CADD Tech I	90
		CADD Tech II	105
		CADD Tech III	115
		Designer I	125
		Designer II	135
		Designer III	145
		Sr. Designer	160
IV	SURVEYING & TECHNOLOGY	Survey Technician I	60
		Survey Technician II	90
		Survey Technician III	105
		Senior Survey Technician	125
		Survey Party Chief	105
		Pilot in Command I	90
		Pilot in Command II	105
		Pilot in Command III	120
		Survey Crew (2-Man)	155
		Assistant Survey Project Manager	115
		Survey Project Manager	140
		Senior Survey Project Manager	165
		Professional Land Surveyor I	125
		Professional Land Surveyor II	145
		Professional Land Surveyor III	165
		Sr. Professional Land Surveyor	190
V	CONSTRUCTION	Survey Crew (3-Man)	215
		Project Rep I	80
		Project Rep II	95
		Project Rep III	110
		Project Rep IV	130
		Deputy Construction Manager I	105
		Deputy Construction Manager II	115
		Construction Manager I	125
		Construction Manager II	145
		Construction Manager III	165
VI	ENVIRONMENTAL	Sr. Construction Manager	185
		Env Technician	80
		Env Scientist/Biologist I	105
		Env Scientist/Biologist II	125
		Env Scientist/Project Manager III	145
		Env Scientist/Project Manager IV	165
		Sr. Scientist/Manager V	195
VII	ENGINEERING	Sr. Env Program Manager/Director	225
		Engineer Tech I	75
		Engineer Tech II	85
		Engineer Tech III	95
		Engineer Tech IV	105
		H&H Modeler/Designer	105
		Sr. H&H Modeler/Designer	170
		Engineer Intern I	100
		Engineer Intern II	110
		Engineer Intern III	120
		Engineer Intern IV	125

 ENGINEERING LLC		2026 STANDARD RATE SCHEDULE Rev 04/26	
VII	ENGINEERING	Professional Engineer I	130
		Professional Engineer II	150
		Professional Engineer III	165
		Professional Engineer IV	190
		Sr. Professional Engineer	225
VIII	PROJECT MANAGEMENT	Project Associate I / Project Controller I	105
		Project Associate II / Project Controller II	125
		Project Associate III / Project Controller III	135
		Deputy Project Manager I	140
		Deputy Project Manager II	150
		Project Manager I	165
		Project Manager II	180
		Project Manager III	190
IX	PROGRAM MANAGEMENT	Sr. Project Manager	215
		Client Program Manager	185
		Director	205
		Division Manager	215
		Sr. Client Program Manager	225
X	PRINCIPALS	Principal	275

**MAJORITY CONSENT
OF THE MANAGERS OF
GIS ENGINEERING, L.L.C.**

The undersigned, being the Managers entitled to vote at meetings of the Board of Managers of GIS Engineering, L.L.C., a Manager Managed Louisiana limited liability company, by this instrument in lieu of a meeting of the Managers of GIS Engineering, L.L.C., hereby consent to the adoption of the following resolution and hereby waive any notices required by law with respect thereto:

**RESOLUTION 2025-01
AUTHORIZE DUSTIN MALBROUGH, ONEIL MALBROUGH, JR.,
BENJAMIN MALBROUGH, JOSEPH JONES, AND
KYLE KLINE TO SIGN DOCUMENTS**

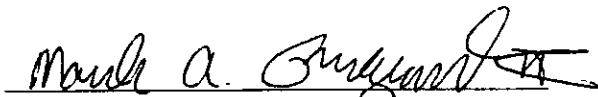
BE IT RESOLVED that that Dustin Malbrough, Oneil Malbrough, Jr., Benjamin Malbrough, Joseph Jones, and Kyle Kline is hereby recognized as an authorized agents of GIS Engineering, L.L.C. giving them authority to execute work orders, call offs, purchase orders, services orders, change orders, bid documentation, contracts, services agreements, and master service agreements on behalf of GIS Engineering L.L.C. as they deem necessary to conduct the business affairs of the company.

BE IT FURTHER RESOLVED that Dustin Malbrough, Oneil Malbrough, Jr., Benjamin Malbrough, Joseph Jones, and Kyle Kline are hereby authorized and directed to execute in the name of and on behalf of GIS Engineering, L.L.C., any and all documents necessary or proper to carry into effect this Resolution.

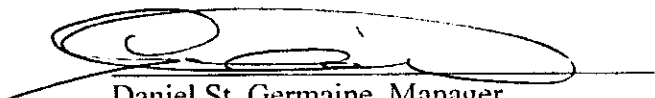
This Resolution shall remain in full force and effect until such time it is revoked by the GIS Engineering, L.L.C.

This Majority Consent may be executed in one or more counterparts, each of which will be deemed to be an original copy of this Majority Consent and all of which, when taken together, will be deemed to constitute one and the same Majority Consent.

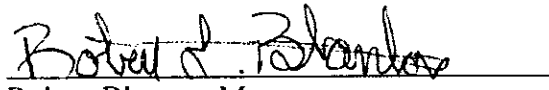
This action shall be effective as of July 1, 2025.


Mark A. Pregeant, II, Manager


Brad Pregeant, Manager


Daniel St. Germaine, Manager


Billy Joseph Pellegrin, Manager


Robert Blanton, Manager