



ST. CHARLES PARISH


OFFICE OF THE COUNCIL SECRETARY

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COUNCIL OFFICE MEMORANDUM

DATE: DECEMBER 11, 2024

TO: MR. MILES BINGHAM
PUBLIC WORKS DIRECTOR

FROM: MICHELLE IMPASTATO
COUNCIL SECRETARY 

RE: PROFESSIONAL SERVICE AGREEMENT
WILLOWDALE BOULEVARD OVERLAY AND WIDENING
(PROJECT NO. P240602)

On November 18, 2024, the St. Charles Parish Council adopted Ordinance No. 24-11-11 approving and authorizing the execution of a Professional Services Agreement with Bryant Hammett & Associates, LLC, to perform surveying services for Willowdale Boulevard Overlay and Widening (Project No. P240602), in the lump sum amount of \$61,385.00.

A copy of the fully executed 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/ag

Enclosure

cc: ¹Parish Council
Ms. Samantha de Castro w/ordinance
Mr. Corey Oubre w/enclosure
Mr. Grant Dussom w/enclosure
Mr. Brandon Bernard w/enclosure
Bryant Hammett & Associates, LLC w/enclosure

¹ Council Dept. retained 1 DocuSign copy for file; DocuSign technical difficulties

2024-0370

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

ORDINANCE NO. 24-11-11

An ordinance approving and authorizing the execution of a Professional Services Agreement with Bryant Hammett & Associates, LLC, to perform surveying services for Willowdale Boulevard Overlay and Widening (Project No. P240602), in the lump sum amount of \$61,385.00.

WHEREAS, St. Charles Parish desires to widen and overlay Willowdale Boulevard from US 90 to W. Levert Drive, approximately; and,

WHEREAS, a survey is required to determine actual right of way limits and topographic features along the corridor; and,

WHEREAS, the attached Professional Services Agreement between St. Charles Parish and Bryant Hammett & Associates, Inc., describes the details of the proposed services and compensation.

THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:

SECTION I. That the Professional Services Agreement between St. Charles Parish and Bryant Hammett & Associates, LLC for Willowdale Boulevard Overlay and Widening (Project No. P240602), in the lump sum amount of \$61,385.00, 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, 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]