



# ST. CHARLES PARISH


## OFFICE OF THE COUNCIL SECRETARY

P.O. BOX 302 • HAHNVILLE, LOUISIANA 70057  
(985) 783-5000 • [www.stcharlesparish.gov](http://www.stcharlesparish.gov)

### COUNCIL OFFICE MEMORANDUM

DATE: MARCH 10, 2025

TO: MR. MILES BINGHAM  
PUBLIC WORKS DIRECTOR

FROM: MICHELLE IMPASTATO  
COUNCIL SECRETARY 

RE: AMENDMENT NO. 1 TO ORDINANCE 20-8-13  
CARRIAGE/DUNLEITH CANALS DRAINAGE STRUCTURE  
(PROJECT NO. P200706)

On February 24, 2025, the St. Charles Parish Council adopted Ordinance No. 25-2-10 approving and authorizing the execution of Amendment No. 1 to Ordinance No. 20-8-13, which approved an Engineering Services Agreement between N-Y Associates, Inc., to facilitate requested changes at the intersection of Carriage and Dunleith Canals for the Carriage/Dunleith Canals Drainage Structure (Project No. P200706), in the amount of a \$44,403.00, resulting in an overall contract value not to exceed \$473,378.00.

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: <sup>1</sup>Parish Council  
Ms. Samantha de Castro w/ordinance  
Mr. Corey Oubre w/enclosure  
Mr. Grant Dussom w/enclosure  
Mr. Brandon Bernard w/enclosure  
N-Y Associates, Inc. w/enclosure

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<sup>1</sup> Council Dept. retained 1 DocuSign copy for file

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

**ORDINANCE NO. 25-2-10**

An ordinance approving and authorizing the execution of Amendment No. 1 to Ordinance No. 20-8-13, which approved an Engineering Services Agreement between N-Y Associates, Inc., to facilitate requested changes at the intersection of Carriage and Dunleith Canals for the Carriage/Dunleith Canals Drainage Structure (Project No. P200706), in the amount of \$44,403.00, resulting in an overall contract value not to exceed \$473,378.00.

**WHEREAS,** Ordinance No. 20-8-13 on August 10, 2020, by the St. Charles Parish Council, approved and authorized the execution of an engineering services agreement with N-Y Associates, Inc. for providing all necessary services for the Carriage/Dunleith Canals Drainage Structure (P200706), in the not to exceed amount of \$428,975.00; and,

**WHEREAS,** the Engineer has previously completed and submitted 95% Plans and Specifications for this project and the Parish has approved invoices for a total cost of \$291,703.00 for this design work; and,

**WHEREAS,** after reviewing the plans and specifications, the St. Charles Parish has requested changes based on improvements made to the Destrehan 2 Pump Station and Dunleith Canal, necessitating additional design fees in the amount of \$44,403.00 to modify the plans. The additional design fees will result in a revised contract total not to exceed \$473,378.00.

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

**SECTION I.** That Amendment No. 1 to the Engineering Services Agreement between St. Charles Parish and N-Y Associates, Inc., (Project No. P200706), to facilitate requested changes at the intersection of Carriage and Dunleith Canals for the Carriage/Dunleith Canals Drainage Structure (Project No. P200706), in the amount of \$44,403.00, resulting in an overall contract value not to exceed \$473,378.00 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, WILSON, SKIBA, PILIE, COMARDELLE,  
O'DANIELS, FISHER, DEBRULER

NAYS: NONE

ABSENT: NONE

And the ordinance was declared adopted the 24th day of February, 2025, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: Holly Fonseca  
SECRETARY: Michelle Spontato  
DLVD/PARISH PRESIDENT: February 25, 2025  
APPROVED: ✓ DISAPPROVED: \_\_\_\_\_

PARISH PRESIDENT: Matthew Jewell  
RET/SECRETARY: February 26, 2025  
AT: 10:42am RECD BY: [Signature]

**AMENDMENT NO. 1  
TO  
ENGINEERING SERVICES FOR  
CARRIAGE/DUNLEITH CANALS  
DRAINAGE STRUCTURE  
(PARISH PROJECT NO. P200706)**

THIS AMENDMENT NO. 1 is made and entered into on this  
2/28/2025

BY AND BETWEEN:

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

**N-Y Associates** represented herein by Constantine Nicoladis, duly authorized by Corporate  
Resolution attached hereto (hereafter sometimes referred to as "Design Engineer"):

WHEREAS, on August 10, 2020 the St. Charles Parish Council adopted Ordinance  
No. 20-8-13 to authorize an Agreement between St. Charles Parish and N-Y Associates,  
Inc. for the design and subsequent bidding of Carriage/Dunlieth Canals Drainage Structure  
(PARISH PROJECT NO. P200706) in the not to exceed amount of \$428,975.00; and,

WHEREAS, the ENGINEER has previously completed and submitted 95% Plans  
and Specification for the project, and the Parish has approved invoices for a total cost of  
\$291,703.00 for this design work; and,

WHEREAS, after reviewing the plans and specifications, the Parish has requested  
changes based on improvements made to the Destrehan 2 Pump Station and Dunleith Canal,  
necessitating additional design fees in the amount of \$44,403.00 to modify the plans. The  
additional design fees will result in a revised contract value total not to exceed \$473,378.00.

**NOTE:** Original contract does not use the current Parish Standard Contract and therefore, does not conform to pre-existing format. Subsequently Attachments A, B, and C are not applicable to this Amendment.

**Changes to the Contract are as follows:**

Remove Section 8.1 and replace with the following:

- 8.1 For performance of Basic Engineering, the Owner shall authorize and pay the Engineer a not-to-exceed fee, based on the hourly rates in the Proposal and actual time worked and charges incurred. For the various phases the Engineer shall be paid as follows:

Preliminary and Final Design	\$344,153.00
Bidding	\$21,050.00
Construction Services and Closeout	\$108,175.00
Resident Project Representative	\$137,120.00

THUS DONE AND SIGNED in the presence of the undersigned competent witnesses, on this 2/28/2025

**N-Y ASSOCIATES**

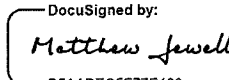
By:   
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Name: Constantine Nicoladis

Title:

Date: 2/28/2025

**ST. CHARLES PARISH**

By:   
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Name: Matthew Jewell

Title: Parish President

Date: 2/28/2025

**WITNESS**

By:   
531537D57A164EC...

Name: fmortali@n-yassociates.com

Title: Project Manager

Date: 2/28/2025

**WITNESS**

By:   
79FB67AC223E44F...

Name: Samantha de Castro

Title: Deputy CAO

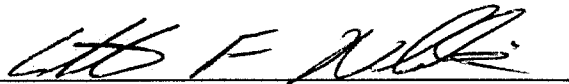
Date: 3/5/2025

RESOLUTION OF THE  
BOARD OF DIRECTORS  
OF  
N-Y ASSOCIATES, INC.

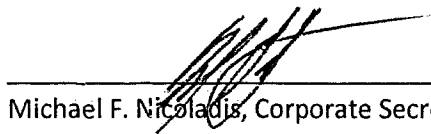
BE IT RESOLVED, by the Board of Directors of N-Y Associates, Inc., a corporation organized and existing under the laws of the State of Louisiana, that Constantine F. Nicoladis, Senior Vice President of the Corporation is hereby authorized and empowered to execute any and all proposals, documents or contracts of whatever kind on behalf of the Corporation for consulting services for St. Charles Parish for the Ormond Oaks Drainage- Project 3, Carriage Canal & Dunleith Canal Sheet Piles and Structure Project.

I, Michael F. Nicoladis, Secretary of N-Y Associates, Inc., do hereby certify that the foregoing resolution is a true and exact copy unanimously adopted by the Board of Directors of said corporation at a meeting thereof legally held on the 31st day of January 2025; that said resolution is duly entered into the records of said corporation; that it has not been rescinded or modified; and that it is now in full force and effect.

IN TESTIMONY WHEREOF, I have hereunto set my hand and the seal of said corporation this 31st day of January 2025.



Constantine F. Nicoladis, Senior Vice President, Director



Michael F. Nicoladis, Corporate Secretary, President