



# ST. CHARLES PARISH


## *OFFICE OF THE COUNCIL SECRETARY*

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### COUNCIL OFFICE MEMORANDUM

DATE: AUGUST 8, 2025

TO: MR. MILES BINGHAM  
PUBLIC WORKS DIRECTOR

FROM: MICHELLE IMPASTATO   
COUNCIL SECRETARY

RE: AMENDMENT NO. 1 TO ORDINANCE 21-8-14  
EVANGELINE ROAD & CN RAILROAD BOX CULVERT  
(PROJECT NO. P210701)

On August 4, 2025, the St. Charles Parish Council adopted Ordinance No. 25-8-3 approving and authorizing the execution of Amendment No. 1 to Ordinance No. 21-8-14, which approved the Professional Services Agreement with Volkert, Inc. for the Evangeline Road & CN Railroad Box Culvert (Project No. P210701), in the not to exceed amount of \$202,712.50, increasing the overall contract value to \$389,718.34.

A copy of the ordinance is enclosed for your records. The agreement has been routed to you via DocuSign on August 7, 2025 to handle execution. Please forward to us a fully executed copy once available.

MI/ag

Enclosure

cc: Parish Council  
Ms. Samantha de Castro w/enclosure  
Mr. Corey Oubre w/enclosure

**2025-0200**

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

**ORDINANCE NO. 25-8-3**

An ordinance approving and authorizing the execution of Amendment No. 1 to Ordinance No. 21-8-14, which approved the Professional Services Agreement with Volkert, Inc. for the Evangeline Road & CN Railroad Box Culvert (Project No. P210701), in the not to exceed amount of \$202,712.50, increasing the overall contract value to \$389,718.34.

**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 with Volkert, Inc., to perform engineering services for Evangeline Road & CN Railroad Box Culvert (Project No. P210701), in the not to exceed amount of \$187,005.84; and,

**WHEREAS**, the utility conflicts both parallel and perpendicular to the railroad required much more in-depth coordination and design work to incorporate protection and/or avoidance of said conflicts to ensure railroad permitting was completed successfully, therefore justifying more funds be provided to Volkert, Inc. for the work; and,

**WHEREAS**, St. Charles Parish met with Volkert, Inc. and requested the scope be changed slightly to include leaving the sheet piles required for shoring in place permanently, requiring more design; and,

**WHEREAS**, with this Amendment St. Charles Parish and Volkert, Inc. have mutually agreed to reallocate the existing funds of \$187,005.84 from the original agreement to appropriately match where the funds were spent; and,

**WHEREAS**, upon receipt of the Canadian National Railroad (CNRR) Permit, St. Charles Parish will bid this project, therefore requiring Resident Project Representative (RPR) services be added to the contract; and,

**WHEREAS**, St. Charles Parish and Volkert, Inc. have mutually agreed on a not to exceed price of \$202,712.50 to complete the work, increasing the overall contract value to \$389,718.34.

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

**SECTION I.** That Amendment No. 1 to the Professional Services Agreement with Volkert, Inc. for the Evangeline Road & CN Box Culvert (Project No. P210701), to provide additional funds for utility coordination and resident inspection, in the not to exceed amount of \$202,712.50, increasing the overall contract value to \$389,718.34, 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, O'DANIELS, FISHER  
NAYS: NONE  
ABSENT: COMARDELLE, DEBRULER

And the ordinance was declared adopted this 4th day of August, 2025, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: Glenn Fonseca  
SECRETARY: Michelle Supatab  
DLVD/PARISH PRESIDENT: August 5, 2025  
APPROVED: ✓ DISAPPROVED: \_\_\_\_\_

PARISH PRESIDENT: Matthew Jewell  
RETD/SECRETARY: August 7, 2025  
AT: 3:10 pm RECD BY: [Signature]