



ST. CHARLES PARISH

PUBLIC WORKS

MATTHEW JEWELL
PARISH PRESIDENT

MILES BINGHAM, P.E.
DIRECTOR

NOTICE OF INTENT TO AWARD

January 9, 2025

TO: Thompson Consulting Services, LLC
Jon Hoyle, President
2601 Maitland Center Parkway
Maitland, FL 32751

PROJECT NAME: Storm Debris Monitoring 2024

PROJECT NO: P241002

To Whom It May Concern:

You are hereby notified that your proposal dated December 19, 2024, for the above Project has been considered. You may be awarded the Contract once all the required documents have been received, reviewed, successfully voted by the St. Charles Parish Council, and executed by the St Charles Parish President.

The Contract Price of this award is Three Hundred Thirty-One Dollars and Fifty Cents (\$331.50) for all items as listed in the Request for Proposal for Storm Debris Monitoring 2024. The total Contract Price would be determined based on how many, if any, Notices to Proceed are given to the Contractor throughout the duration of the Contract time.

Deliver all documents to:

Andre R. Ford, P.E.
St. Charles Parish Public Works
aford@stcharlesgov.net

Deliver the following documents by January 24, 2025

1. Four (4) original Employment Status Verification Affidavit (Section-SCP-E-00475) See La. R.S. 38:2212(B)(3)(a);
2. Four (4) original Non Collusion and Non Solicitation Affidavit (Section-SCP-E-00480) See La. R.S. 38:2224;
3. Four (4) original Attestation Clause (Section-SCP-E-00470) See La. R.S. 38:2227;

Deliver the following documents by February 7, 2025

1. Four (4) originals of the Contract between Owner and Contractor (Section-SCP-E-00500) signed and completed. **Do not date the forms**; this will be accomplished upon execution of the Contract by the Owner. Contract price must agree with amount on Louisiana Uniform Public Work Bid Form (Section-SCP-E-00300).
2. Four (4) original Certificates of Insurance. Computer generated signature acceptable. The Certificate must name St Charles Parish as an additional insured on all general liability policies and the standard cancellation clause must read as follows:

“Should any of the above described policies be canceled or changed by restricted amendment before the expiration date thereof, the issuing Company will give thirty (30) days written notice by registered mail, return receipt requested, to the below named certificate holder.”
3. Four (4) original Authorization Letters from the Contractor authorizing St. Charles Parish to date the contracts on behalf of the Parish at the time of execution of the contracts by St. Charles Parish.

Permits – Contractor is responsible for applying and receiving all required permits before mobilization.

Failure to comply with these conditions within the time specified will entitle Owner to consider the proposal abandoned, to annul this Notice of Intent to Award and to declare the Proposal Security forfeited.

Within sixty (60) days after compliance with the above conditions, the Owner will return to the Contractor one fully signed counterpart of the Contract Documents.

If you have any questions, or if we can be of any further assistance, please do not hesitate to contact this office at 985-331-4490, Monday through Friday 8:30am to 4:00pm.



Justin Fassin
Contract Administrator

cc: *Mr. Matthew Jewell, St. Charles Parish President*
 Mr. Michael Palamone, Chief Administrative Officer
 Ms. Samantha de Castro, Deputy Chief Administrative Officer
 Mr. Corey Oubre, Parish Attorney
 Mr. Miles B. Bingham, P.E., Director of Public Works
 Ms. Nicole D. Whitney, Accountant I