



ST. CHARLES PARISH


OFFICE OF THE COUNCIL SECRETARY

P.O. BOX 302 • HAHNVILLE, LOUISIANA 70057
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COUNCIL OFFICE MEMORANDUM

DATE: APRIL 28, 2025

TO: MR. MILES BINGHAM
PUBLIC WORKS DIRECTOR

FROM: MICHELLE IMPASTATO 
COUNCIL SECRETARY

RE: CHANGE ORDER NO. 3
CONCRETE MAINTENANCE 2023-24
(PROJECT NO. P230803)

On April 21, 2025, the St. Charles Parish Council adopted Ordinance No. 25-4-10 approving and authorizing the execution of Change Order No. 3 with Kass Bros., Inc., for Concrete Maintenance 2023-24 (Project No. P230803), to increase the contract amount by \$288,798.91 and increase the contract time by twenty-four (24) days.

A fully executed ordinance and change order have been recorded. A copy of the recorded ordinance and two (2) original change orders are enclosed for your records.

MI/ag

Enclosures

cc: ¹Parish Council
Ms. Samantha de Castro w/enclosure
Mr. Corey Oubre w/enclosure
Mr. Grant Dussom w/enclosure
Digital Engineering & Imaging, Inc. w/original enclosure
Kass Bros., Inc. w/original enclosure

¹ Council Dept. retained 1 original for file; 1 original filed in COC (2)

2025-0104

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

ORDINANCE NO. 25-4-10

An ordinance approving and authorizing the execution of Change Order No. 3 with Kass Bros., Inc., for Concrete Maintenance 2023-24 (Project No. P230803), to increase the contract amount by \$288,798.91 and increase the contract time by twenty-four (24) days.

WHEREAS, Ordinance No. 22-7-2 adopted on July 5, 2022, by the St. Charles Parish Council, approved and authorized the execution of a Professional Services Agreement with Digital Engineering & Imaging, Inc., to perform planning services for the Road Maintenance 2022-23 (Project No. P220501), in the not to exceed amount of \$316,728.72; and,

WHEREAS, Ordinance No. 23-9-2 adopted on September 25, 2023, by the St. Charles Parish Council, approved and authorized the execution of Amendment No. 1 to Ordinance No. 22-7-2, which approved the Professional Services Agreement with Digital Engineering & Imaging, Inc. to perform planning services for the Road Maintenance 2022-23 (Project No. P220501), adding Concrete Maintenance 2023-24 (Project No. P230803), in the amount of \$211,740.00; and,

WHEREAS, Ordinance 24-6-16 adopted on June 17, 2024, by the St. Charles Parish Council, approved and authorized the execution of Amendment No. 2 to Ordinance No. 22-7-2 which approved the Professional Services Agreement with Digital Engineering & Imaging, Inc., to perform planning services for the Road Maintenance 2022-23 (Project No. P220501), in the amount of \$135,238.00; and,

WHEREAS, Ordinance No. 24-7-19 adopted on July 22, 2024, by the St. Charles Parish Council, approved and authorized the execution of a Contract with Kass Bros., Inc., for Concrete Maintenance 2023-24 (Project No. P230803), in the amount of \$914,593.10; and,

WHEREAS, Ordinance No. 24-12-4 adopted on December 2, 2024, by the St. Charles Parish Council, approved and authorized the execution of Change Order No. 1 with Kass Bros., Inc., for Concrete Maintenance 2023-24 (Project No. P230803), to increase the contract amount by \$193,430.85 and increase the contract time by thirty-five (35) days; and,

WHEREAS, Ordinance No. 25-1-3 adopted on January 6, 2025, by the St. Charles Parish Council, approved and authorized the execution of Change Order No. 2 with Kass Bros., Inc., for Concrete Maintenance 2023-24 (Project No. P230803), to increase the contract amount by \$328,314.80 and to increase the contract time by sixty (60) days; and,

WHEREAS, Ordinance No. 25-1-6 adopted on January 27, 2025, by the St. Charles Parish Council, approved and authorized the execution of Amendment No. 3 to Ordinance No. 22-7-2, which approved the Professional Services Agreement with Digital Engineering & Imaging, Inc., to perform planning services for Road Maintenance 2022-23 (Project No. P220501), in the amount of \$90,086.00; and,

WHEREAS, it is necessary to amend the construction contract for Concrete Maintenance 2023-24 (Project No. P230803), to incorporate items added during construction that improved the quality of the roadways already being improved; and,

WHEREAS, St. Charles Parish and Kass Bros., Inc., have mutually agreed to increase the contract price by \$288,798.91, bringing the total construction cost to \$1,725,137.66 and add twenty-four (24) calendar days to complete the work.

THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:

SECTION I. That Change Order No. 3 for Concrete Maintenance 2023-24 (Project No. P230803), to increase the construction contract amount by \$288,798.91, bringing the total construction cost to \$1,725,137.66, and to increase the contract time by twenty-four (24) calendar days is hereby approved and accepted.

SECTION II. That the Parish President is hereby authorized to execute said Change Order 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, DEBRULER
NAYS: NONE
ABSENT: COMARDELLE

And the ordinance was declared adopted this 21st day of April, 2025, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: [Signature]
SECRETARY: [Signature]
DLVD/PARISH PRESIDENT: April 22, 2025
APPROVED: ✓ DISAPPROVED: _____

PARISH PRESIDENT: [Signature]
RETD/SECRETARY: April 24, 2025
AT: 9:50am RECD BY: [Signature]

RECORDED IN THE ST. CHARLES PARISH
CLERK OF COURT OFFICE

ON 4/25/2025

AS INSTRUMENT NO. 488272

IN MORTGAGE/CONVEYANCE/OATH BOOK

CHANGE ORDER

No. 03DATE OF ISSUANCE 03/07/25EFFECTIVE DATE 03/07/25OWNER: St Charles ParishCONTRACTOR: Kass Bros., Inc.CONTRACT: Concrete Maintenance 2023-24PROJECT: Concrete Maintenance 2023-24OWNER's Contract No. P230803ENGINEER's Contract No. P230803ENGINEER Digital Engineering & Imaging, Inc.

You are directed to make the following changes in the Contract Documents:

Description:1. Revise the Following Work Item Quantities:

- a # 20: REMOVAL OF PORTLAND CEMENT CONCRETE PAVEMENT
Addition of \$ 52,874.25 (SY). 3110.25 SY @ \$17.00/SY
- b # 30: PORTLAND CEMENT CONCRETE PAVEMENT
Addition of \$ 279,661.83 (SY). 2898.05 SY @ \$96.50/SY.
- c # 40: CLASS II BASE COURSE (6" THICK)
Subtraction of \$ 45,360.00 (SY). 2835 SY @ \$16.00/SY
- d # 50: REMOVAL OF CURBS (CONCRETE)
Addition of \$ 397.68 (LF). 1325.60 LF @ \$0.30/LF.
- e # 60: CONCRETE CURB
Addition of \$ 21,209.60 (LF). 1325.60 LF @ \$16.00/LF
- f # 70: SAW CUTTING
Subtraction of \$ 2,028.98 (INLF). 20,289.80 INLF @ \$0.10/SY.
- g # 80: RELOCATION OF INFRASTRUCTURE ITEMS
Subtraction of \$ 5,000.00 (LS). 1 LS @ \$5,000.00/LS
- h # 90: ADJUSTMENT OF MANHOLES
Addition of \$ 400.00 (EA). 1 EA @ \$400.00/EA
- i # 91: ADJUSTMENTS OF DRAINAGE STRUCTURES
Addition of \$ 1,500.00 (EA). 3 EA @ \$500.00/EA.
- j # 100: EXCAVATION
Subtraction of \$ 11,959.50 (CY). 569.5 CY @ \$21.00/CY
- k # 101: EMBANKMENT
Subtraction of \$8,955.00 (CY). 179.10 CY @ \$50.00/CY.
- l # 110: SODDING
Subtraction of \$ 10,340.00 (SY). 517 SY @ \$20.00/SY
- m # 120: REFLECTORIZED RAISED PAVEMENT MARKERS (BLUE)
Subtraction of \$ 700.00 (EA). 2 EA @ \$350.00/EA
- n # 20A: REMOVAL OF PORTLAND CEMENT CONCRETE PAVEMENT
Subtraction of \$ 521.90 (SY). 30.70 SY @ \$17.00/SY
- o # 30A: PORTLAND CEMENT CONCRETE PAVEMENT
Subtraction of \$ 2,962.55 (SY). 30.70 SY @ \$96.50/SY.
- p # 40A: CLASS II BASE COURSE (6" THICK)
Subtraction of \$ 11,307.20 (SY). 706.70 SY @ \$16.00/SY
- q # 50A: REMOVAL OF CURBS (CONCRETE)
Subtraction of \$ 20.16 (LF). 67.20 LF @ \$0.30/LF.
- r # 60A: CONCRETE CURB
Subtraction of \$ 1,075.20 (LF). 67.20 LF @ \$16.00/LF
- s # 70A: SAW CUTTING
Subtraction of \$ 316.30 (INLF). 3163 INLF @ \$0.10/INLF
- t # 100A: EXCAVATION
Subtraction of \$ 3,481.80 (CY). 165.80 CY @ \$21.00/CY
- u # 101: EMBANKMENT
Subtraction of \$1,605.00 (CY). 32.10 CY @ \$50.00/CY.

- v # 110: SODDING
Subtraction of \$ 320.00 (SY). 16 SY @ \$20.00/SY
- w # 130A: PLASTIC REFLECTIVE PAVEMENT STRIPING (24" WIDTH)
Subtraction of \$ 2,160.00 (LF). 24 LF @ \$90.00/LF
- x # X-001: DRAIN PIPE REPLACEMENT
Addition of \$ 9,207.00 (LF). 44 LF @ \$209.25/LF
- y # X-002: DRIVEWAY REPLACEMENT
Addition of \$ 28,768.09 (SY). 230.20 SY @ \$124.97/SY.
- z # X-003: GRADE AND COMPACT EXISTING BASE
Addition of \$ 13,403.65 (SY). 5340.10 SY @ \$2.51/SY
- aa # X-004: 10" PORTLAND CEMENT CONCRETE PAVEMENT
Subtraction of \$ 10,509.60 (SY). 75.50 SY @ \$139.20/SY

Total of Change in Work Items Quantity = (+ \$288,798.91)

Reason for Change Order:

1. Final Over/Under for project.
2. Revise Work Item Quantities
 - a. The existing contract item (020, 030, 050, 060, 090, 091, X-001, X-002, X-003) is being increased in quantities for the additional panels that were not included in the original assessment. These additional quantities were assessed and agreed upon.
 - b. The existing contract item (040, 070, 080, 100, 101, 110, 120, 020A, 030A, 040A, 050A, 060A, 070A, 100A, 101A, 110A, 130A, X-004) is being decreased in quantities. These quantities were not used for the project.

Attachments: Engineer's Opinion of Probable Cost

CHANGE IN CONTRACT PRICE:
Original Contract Price \$ <u>914,593.10</u>
Net Increase (Decrease) from previous Change Orders No. <u>1</u> to <u>2</u> : \$ <u>521,745.65</u>
Contract Price prior to this Change Order: \$ <u>1,436,338.75</u>
Net increase (decrease) of this Change Order: \$ <u>288,798.91</u>
Contract Price with all approved Change Orders: \$ <u>1,725,137.66</u>

CHANGE IN CONTRACT TIMES:
Original Contract Times: Substantial Completion: <u>11/08/24</u> Ready for final payment: <u>11/08/24</u> (days or dates)
Net change from previous Change Orders No. <u>1</u> to No. <u>2</u> : Substantial Completion: <u>60</u> Ready for final payment: <u>02/10/25</u> (days)
Contract Times prior to this Change Order: Substantial Completion: <u>02/10/25</u> Ready for final payment: <u>02/10/25</u> (days or dates)
Net increase (decrease) this Change Order: Substantial Completion: <u>24 days</u> Ready for final payment: <u>03/05/25</u> (days)
Contract Times with all approved Change Orders: Substantial Completion: <u>03/05/25</u> Ready for final payment: <u>03/05/25</u> (days or dates)

RECOMMENDED:

By: [Signature]

ENGINEER (Authorized Signature)

Date: 3/20/2025

APPROVED:

By: [Signature]

OWNER (Authorized Signature)

Date: 4/22/25

ACCEPTED:

By: [Signature]

CONTRACTOR (Authorized Signature)

Date: 3/20/25

ITEM NO.	DESCRIPTION OF WORK	Units	QTY	Unit Prices	SCHEDULED VALUE
Original Contract					
10	TEMPORARY CONSTRUCTION SIGNS AND BARRICADES	LS	1.00	\$ 5,000.00	\$ 5,000.00
20	REMOVAL OF PORTLAND CEMENT CONCRETE PAVEMENT	SY	5002.00	\$ 17.00	\$ 85,034.00
30	PORTLAND CEMENT CONCRETE PAVEMENT	SY	5002.00	\$ 96.50	\$ 482,693.00
40	CLASS II BASE COURSE (6" THICK)	SY	5777.60	\$ 16.00	\$ 92,441.60
50	REMOVAL OF CURBS (CONCRETE)	LF	3490.00	\$ 0.30	\$ 1,047.00
60	CONCRETE CURB	LF	3490.00	\$ 16.00	\$ 55,840.00
70	SAW CUTTING	INLF	22600.00	\$ 0.10	\$ 2,260.00
80	RELOCATION OF INFRASTRUCTURE ITEMS	LS	1.00	\$ 5,000.00	\$ 5,000.00
90	ADJUSTMENT OF MANHOLES	EA	5.00	\$ 400.00	\$ 2,000.00
91	ADJUSTMENT OF DRAINAGE STRUCTURES	EA	12.00	\$ 500.00	\$ 6,000.00
100	EXCAVATION	CY	1429.00	\$ 21.00	\$ 30,009.00
101	EMBANKMENT	CY	263.00	\$ 50.00	\$ 13,400.00
110	SODDING	SY	776.00	\$ 20.00	\$ 15,520.00
120	REFLECTORIZED RAISED PAVEMENT MARKERS (BLUE)	EA	2.00	\$ 350.00	\$ 700.00
140	MOBILIZATION / DEMOBILIZATION	LS	1.00	\$ 17,000.00	\$ 17,000.00
10	TEMPORARY CONSTRUCTION SIGNS AND BARRICADES	LS	1.00	\$ 700.00	\$ 700.00
20	REMOVAL OF PORTLAND CEMENT CONCRETE PAVEMENT	SY	600.00	\$ 17.00	\$ 10,200.00
30	PORTLAND CEMENT CONCRETE PAVEMENT	CY	600.00	\$ 96.50	\$ 57,900.00
40	CLASS II BASE COURSE (6" THICK)	SY	706.70	\$ 16.00	\$ 11,307.20
50	REMOVAL OF CURBS (CONCRETE)	LF	480.00	\$ 0.30	\$ 144.00
60	CONCRETE CURB	LF	480.00	\$ 16.00	\$ 7,680.00
70	SAW CUTTING	INLF	3163.00	\$ 0.10	\$ 316.30
100	EXCAVATION	CY	181.00	\$ 21.00	\$ 3,801.00
101	EMBANKMENT	CY	36.00	\$ 50.00	\$ 1,800.00
110	SODDING	SY	107.00	\$ 20.00	\$ 2,140.00
130	PLASTIC REFLECTIVE PAVEMENT STRIPING (24" WIDTH)	LF	24.00	\$ 90.00	\$ 2,160.00
140	MOBILIZATION / DEMOBILIZATION	LS	1.00	\$ 2,500.00	\$ 2,500.00
				Original Contract Total	\$ 914,593.10
Plan Change Order 01					
Field Change 01	DRAINAGE PIPE REPLACEMENT	LF	55.00	\$ 209.25	\$ 11,508.75
Field Change 02	DRIVEWAY REPLACEMENT	SY	100.00	\$ 124.97	\$ 12,497.00
Field Change 03	GRADE AND COMPACT EXISTING BASE	SY	3800.00	\$ 2.51	\$ 9,538.00
20	REMOVAL OF PORTLAND CEMENT CONCRETE PAVEMENT	SY	1296.85	\$ 17.00	\$ 22,046.45
30	PORTLAND CEMENT CONCRETE PAVEMENT	SY	1296.85	\$ 96.50	\$ 125,146.03
50	REMOVAL OF CURBS (CONCRETE)	LF	747.20	\$ 0.30	\$ 224.16
60	CONCRETE CURB	LF	747.20	\$ 16.00	\$ 11,955.20
70	SAW CUTTING	INLF	5152.60	\$ 0.10	\$ 515.26
				Plan Change 01 Total	\$ 193,430.85
				Revised Contract Amount	\$ 1,108,023.95
Plan Change Order 02					
Field Change 04	10" PCCP	LF	1734.00	\$ 139.20	\$ 241,372.80
20	REMOVAL OF PORTLAND CEMENT CONCRETE PAVEMENT	SY	2276.00	\$ 17.00	\$ 38,692.00
30	PORTLAND CEMENT CONCRETE PAVEMENT	SY	500.00	\$ 96.50	\$ 48,250.00
				Plan Change 02 Total	\$ 328,314.80
				Revised Contract Amount	\$ 1,436,338.75
Plan Change Order 03					
10	TEMPORARY CONSTRUCTION SIGNS AND BARRICADES	LS	0.00	\$ 5,000.00	\$ -
20	REMOVAL OF PORTLAND CEMENT CONCRETE PAVEMENT	SY	3110.25	\$ 17.00	\$ 52,874.25
30	PORTLAND CEMENT CONCRETE PAVEMENT	SY	2898.05	\$ 96.50	\$ 279,661.83
40	CLASS II BASE COURSE (6" THICK)	SY	-2835.00	\$ 16.00	\$ (45,360.00)
50	REMOVAL OF CURBS (CONCRETE)	LF	1325.60	\$ 0.30	\$ 397.68
60	CONCRETE CURB	LF	1325.60	\$ 16.00	\$ 21,209.60
70	SAW CUTTING	INLF	-20289.80	\$ 0.10	\$ (2,028.98)
80	RELOCATION OF INFRASTRUCTURE ITEMS	LS	-1.00	\$ 5,000.00	\$ (5,000.00)
90	ADJUSTMENT OF MANHOLES	EA	1.00	\$ 400.00	\$ 400.00
91	ADJUSTMENT OF DRAINAGE STRUCTURES	EA	3.00	\$ 500.00	\$ 1,500.00
100	EXCAVATION	CY	-569.50	\$ 21.00	\$ (11,959.50)
101	EMBANKMENT	CY	-179.10	\$ 50.00	\$ (8,955.00)
110	SODDING	SY	-517.00	\$ 20.00	\$ (10,340.00)
120	REFLECTORIZED RAISED PAVEMENT MARKERS (BLUE)	EA	-2.00	\$ 350.00	\$ (700.00)
140	MOBILIZATION / DEMOBILIZATION	LS	0.00	\$ 17,000.00	\$ -
10	TEMPORARY CONSTRUCTION SIGNS AND BARRICADES	LS	0.00	\$ 700.00	\$ -
20	REMOVAL OF PORTLAND CEMENT CONCRETE PAVEMENT	SY	-30.70	\$ 17.00	\$ (521.90)
30	PORTLAND CEMENT CONCRETE PAVEMENT	CY	-30.70	\$ 96.50	\$ (2,962.55)
40	CLASS II BASE COURSE (6" THICK)	SY	-706.70	\$ 16.00	\$ (11,307.20)
50	REMOVAL OF CURBS (CONCRETE)	LF	-67.20	\$ 0.30	\$ (20.16)
60	CONCRETE CURB	LF	-67.20	\$ 16.00	\$ (1,075.20)
70	SAW CUTTING	INLF	-3163.00	\$ 0.10	\$ (316.30)
100	EXCAVATION	CY	-165.80	\$ 21.00	\$ (3,481.80)
101	EMBANKMENT	CY	-32.10	\$ 50.00	\$ (1,605.00)
110	SODDING	SY	-16.00	\$ 20.00	\$ (320.00)
130	PLASTIC REFLECTIVE PAVEMENT STRIPING (24" WIDTH)	LF	-24.00	\$ 90.00	\$ (2,160.00)
140	MOBILIZATION / DEMOBILIZATION	LS	0.00	\$ 2,500.00	\$ -
X-001	Drainage Removal and Replace	LF	44.00	\$ 209.25	\$ 9,207.00
X-002	6" Concrete Driveway w/ Mesh	SY	230.20	\$ 124.97	\$ 28,768.09
X-003	Grade and Compact Existing Base	SY	5340.10	\$ 2.51	\$ 13,403.65
X-004	10" PCCP	SY	-75.50	\$ 139.20	\$ (10,509.60)
				Plan Change 03 Total	\$ 288,798.91
				Revised Contract Amount	\$ 1,725,137.66