



# ST. CHARLES PARISH

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## PUBLIC WORKS

MATTHEW JEWELL  
PARISH PRESIDENT

MILES BINGHAM, P.E.  
DIRECTOR

### NOTICE OF INTENT TO AWARD

November 19, 2025

TO: Jonathan N. Kernion, Jr., Chief Operating Officer  
Cycle Construction Company, LLC  
6 E. 3<sup>rd</sup> Street, Kenner, LA 70062

PROJECT NAME: Ormond Center Drainage Improvements

PROJECT NO: P190505

To Whom It May Concern:

You are hereby notified that your bid dated November 18, 2025, for the above Project has been considered. You are the apparent Lowest Responsible Bidder and 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 Million Ninety-Seven Thousand Seven Hundred Thirty Dollars (\$ 3,097,730.00 ).

**Deliver all documents to:**

Chris Fenner, PE, Senior Vice President  
Stuart Consulting Group, Inc.  
1018 Central Avenue, Suite 200  
Metairie, LA 70001

**Deliver the following documents by November 28, 2025**

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

**Deliver the following documents by December 5, 2025**

1. One (1) original Request to Sublet (Section-SCP-E-00816).
2. One (1) original 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).
3. One (1) original Payment Bond Form (Section-SCP-E-00610) completed, signed, and sealed. **Do not put date in blank on page 00610-1 & page 00610-2**; this document will be dated upon execution of the Contract by the Owner.
4. One (1) original Performance Bond Form (Section-SCP-E-00611) completed, signed, and sealed. **Do not put date in blank on page 00611-1 & page 00611-2**; this document will be dated upon execution of the Contract by the Owner.
5. One (1) original Certificate of Insurance. Computer generated signature is 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.”
6. One (1) original Authorization Letter from the bonding Company(s), that are issuing the Performance and Payment Bonds to St. Charles Parish, authorizing the Parish to date the Bonds and Power of Attorney to coincide with the time of execution of the

contract by St. Charles Parish. The Bonding Company is to fill in the location where the bond was signed.

7. One (1) original Authorization Letter from the Contractor authorizing St. Charles Parish to date the contract on behalf of the Contractor at the time of execution of the contract by St. Charles Parish.

**Permits – Contractor is responsible for applying and receiving all required permits before construction mobilization. Refer to specifications Section-SCP-E-01800 and Section-SCP-E-01810 for other details and requirements.**

**Construction Schedule – Contractor shall submit a construction schedule within 14 days of the date of this notice to the Engineer and Owner. Schedule items will include, as a minimum, the following:**

- **Time frame will be in days with a starting point at Notice to Proceed**
- **Review and approval time of submittals**
- **Order and delivery time of critical path items**
- **Mobilization and construction set up time**
- **Construction time**
- **Anticipated Substantial Completion date**
- **Anticipated Final Change Order submittal date**
- **Anticipated project closure date**

Failure to comply with these conditions within the time specified will entitle Owner to consider the bid abandoned, to annul this Notice of Intent to Award and to declare the Bid 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 985-783-5102, Monday through Thursday 7:30am to 4:30pm.



Brandon Bernard  
Assistant Director of Public Works

cc:

*Miles B. Bingham, PE, Director of Public Works*

*Chris Blazo, PE, and Chris Fenner, PE, Stuart Consulting Group, Inc. (Engineering Company Engineers)*

*Michelle Impastato, Parish Council Secretary*

*Brad Berthelot, Public Works Accountant*

*P190505 Project File*