



# ST. CHARLES PARISH


## OFFICE OF THE COUNCIL SECRETARY

P.O. BOX 302 • HAHNVILLE, LOUISIANA 70057  
(985) 783-5125 • [www.stcharlesparish.gov](http://www.stcharlesparish.gov)

### COUNCIL OFFICE MEMORANDUM

DATE: MAY 19, 2025

TO: MR. DAVID DEGENERES  
WASTEWATER DIRECTOR

FROM: MICHELLE IMPASTATO   
COUNCIL SECRETARY

RE: AMENDMENT NO. 1 TO ORDINANCE 24-3-7  
HAHNVILLE WWTP CAPACITY UPGRADES  
(PROJECT NO. S240201)

On April 21, 2025, the St. Charles Parish Council adopted Ordinance No. 25-4-14 approving and authorizing the execution of Amendment No. 1 to Ordinance No. 24-3-7, which approved the Professional Services Agreement with G.E.C., Inc., to perform engineering services for the Hahnville WWTP Capacity Upgrades (Project No. S240201), in the amount not to exceed \$908,457.00.

A copy of the 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. Grant Dussom w/enclosure  
Mr. Corey Oubre w/enclosure  
G.E.C., Inc. w/enclosure

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

**2025-0109**

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

**ORDINANCE NO. 25-4-14**

An ordinance approving and authorizing the execution of Amendment No. 1 to Ordinance No. 24-3-7, which approved the Professional Services Agreement with G.E.C., Inc., to perform engineering services for the Hahnville WWTP Capacity Upgrades (Project No. S240201), in the amount not to exceed \$908,457.00.

**WHEREAS,** Ordinance No. 24-3-7 adopted on March 4, 2024, by the St. Charles Parish Council, approved and authorized the execution of a Professional Services Agreement with G.E.C., Inc., to perform engineering services for the Hahnville WWTP Capacity Upgrades (Project No. S240201), in the amount not to exceed \$107,500.00; and,

**WHEREAS,** this Conceptual Report analyzed the existing plant process and what effects the implementation of a proposed process would do to the existing infrastructure within the plant such as structures, piping and electrical components; and,

**WHEREAS,** St. Charles Parish has reviewed the Conceptual Report and recommends G.E.C., Inc., complete the full design of the plant upgrades, and have mutually agreed to an overall not to exceed fee of \$908,457.00 to complete the work; and,

**WHEREAS,** upon completion of full design and Louisiana Department of Environmental Quality (LDEQ) permit approval, St. Charles Parish may amend this Agreement to include Resident Project Representative Services during the Construction Phase; and,

**WHEREAS,** Amendment No. 1 to the Professional Services Agreement between St. Charles Parish and G.E.C., Inc., described the details of the proposed service and compensation.

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

**SECTION I.** That Amendment No. 1 to the Professional Services Agreement between St. Charles Parish and G.E.C., Inc., for the Hahnville WWTP Capacity Upgrades (Project No. S240201), in the not to exceed amount of \$908,457.00 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, O'DANIELS,  
FISHER, DEBRULER  
**NAYS:** NONE  
**ABSENT:** COMARDELLE

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

CHAIRMAN: Heely Fonseca

SECRETARY: Michelle Spataro

DLVD/PARISH PRESIDENT: April 22, 2025

APPROVED: ✓ DISAPPROVED:           

PARISH PRESIDENT: Matthew Jewell

RETD/SECRETARY: April 24, 2025

AT: 9:50am RECD BY: APR

**AMENDMENT NO. 1  
TO  
ENGINEERING SERVICES FOR  
HAHNVILLE WWTP CAPACITY  
UPGRADES (PARISH PROJECT NO.  
S240201)**

THIS AMENDMENT NO. 1 is made and entered into on this  
5/14/2025

BY AND BETWEEN:

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

**G.E.C., Inc.** represented herein by Many Heymann, duly authorized by Corporate Resolution  
attached hereto (hereafter sometimes referred to as “CONSULTANT”):

WHEREAS, On March 4, 2024, the St. Charles Parish Council adopted Ordinance  
No. 24-3-7 to authorize an Agreement between St. Charles Parish and G.E.C., Inc., for  
completion of a Conceptual Report regarding the upgrades to the Hahnville Wastewater  
Treatment Plant; and,

WHEREAS, This Conceptual Report analyzed the existing plant process and what  
effects the implementation of a proposed process would do to the existing infrastructure  
within the plant such as structures, piping and electrical components; and,

WHEREAS, St. Charles Parish has reviewed the Conceptual Report and  
recommends G.E.C., Inc., complete the full design of the plant upgrades, and have mutually  
agreed to an overall not to exceed fee of \$908,457.00 to complete the work; and,

WHEREAS, Upon completion of full design and Louisiana Department of  
Environmental Quality (LDEQ) permit approval, St. Charles Parish may amend this  
Contract to include Resident Project Representative Services during the Construction  
Phase; and,

WHEREAS, Amendment No. 1 to the Professional Services Agreement between St.  
Charles Parish and G.E.C., Inc., described the details of the proposed service and  
compensation.

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

**ATTACHMENT “A”**

The CONSULTANT shall complete Preliminary and Final Design, Bidding and Construction Administration as described in the original Contract Attachment “A”.

The scope of design includes the retrofit of a Membrane Bioreactor (MBR) system within the existing Hahnville Wastewater Treatment Plant, more specifically within one train of the system (one Aeration Basin and one Secondary Clarifier), and all associated design for, but not limited to, civil (piping), structural (divider walls within basins), mechanical (support equipment) and electrical upgrades to facilitate the retrofit.

**ATTACHMENT “B”**

Due to the complexity of the project, the schedule from the original Contract has been revised to the following time limits:

	<u>Number of Days to Complete</u>
Preliminary Design Phase	90
Final Design Phase	120
Bid Phase	60
Construction Phase	TBD

**ATTACHMENT “C”**

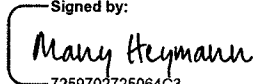
OWNER shall pay CONSULTANT on a Not to Exceed basis for Basic Services set forth in Attachment “A” as follows:

- a. The total compensation for basic services as described in Attachment A is estimated to be \$908,457.00 based on the following estimated distribution of compensation:

1. Preliminary Design Phase (30%)	\$272,537.10
2. Final Design Phase (40%)	\$363,382.80
3. Bid Phase (5%)	\$45,422.85
4. Construction Phase (25%)	\$227,114.25

THUS DONE AND SIGNED in the presence of the undersigned competent witnesses, on this 5/14/2025

**G.E.C., INC.**

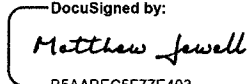
By:  Signed by:  
7259702725064C3...

Name: Mary Heymann

Title: Vice President of Operations

Date: 5/14/2025

**ST. CHARLES PARISH**

By:  DocuSigned by:  
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Name: Matthew Jewell

Title: Parish President

Date: 5/14/2025

**WITNESS**

By:  Signed by:  
C0A174F778864A5...

Name: Bruce Nugent

Title: Drafter

Date: 5/14/2025

**WITNESS**

By:  Signed by:  
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Name: Kacy Monfrey

Title: Executive Assistant

Date: 5/14/2025

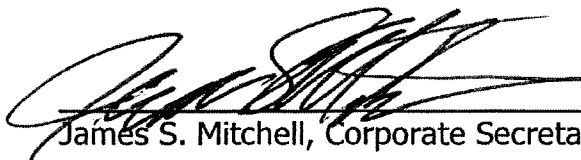
**-RESOLUTION-**

BE IT RESOLVED by the Board of Directors of G.E.C., Inc., a corporation organized and existing under the laws of the State of Louisiana, and domiciled in the City of Baton Rouge, Louisiana, Parish of East Baton Rouge, that Many Heymann, Vice-President of Operations of the Corporation be, and is hereby authorized and empowered to execute any and all documents in regard to proposals and contracts on behalf of the Corporation.

**-CERTIFICATE-**

I, James S. Mitchell, Corporate Secretary of G.E.C., Inc. do hereby certify that the foregoing resolution is a true an exact copy unanimously adopted by the Board of Directors of said Corporation at a meeting hereof legally held on the 10<sup>th</sup> Day of January 2025, that said resolution is duly entered into the records of said Corporation; that is 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 of said Corporation this 10<sup>th</sup> day of January, 2025.

  
James S. Mitchell, Corporate Secretary