



ST. CHARLES PARISH

OFFICE OF THE COUNCIL SECRETARY

P.O. BOX 302 • HAHNVILLE, LOUISIANA 70057
(985) 783-5125 • www.stcharlesparish.gov

COUNCIL OFFICE MEMORANDUM

DATE: AUGUST 7, 2026

TO: MR. BRANDON BERNARD
PUBLIC WORKS DIRECTOR

FROM: MICHELLE IMPASTATO 
COUNCIL SECRETARY

RE: WORK CHANGE DIRECTIVES 02, 03, 04, & 05
MONTZ PUMP STATION NO. 1 (PROJECT NO. P210301)

Transmitted herewith for your files are copies of Work Change Directives 02, 03, 04, and 05.

MI/mr

Enclosures

cc: ¹Parish Council
Mr. Sam Scholle w/enclosure
Mr. Miles Bingham via Electronic Notification
Department of Engineering via Electronic Notification
Sealevel Construction, Inc. w/enclosure
GIS Engineering, LLC w/enclosure

SECTION 00805

WORK CHANGE DIRECTIVE

No. 2

DATE OF ISSUANCE July 24, 2026 EFFECTIVE DATE July 31, 2026

Owner: St. Charles Parish

Contractor: Sealevel Construction, Inc.

Contract: Ordinance No. 25-4-13; Montz Pump Station No. 1; Date 4/23/2025

Project: Montz Pump Station No. 1

Owner's Contract No.: P210301 Engineer's Contract No.: 39145-1312

ENGINEER: GIS Engineering, LLC

Contractor is directed to proceed promptly with the following change(s):

Description:

1. Completely omit the quantity for Bid Item No. 02030-01 (Aggregate Surface Course #57 Limestone (Net Section) (Driveways and Parking Areas)) and replace the material with #610 Limestone. The omitted quantity is 230 cubic yards, which will be accounted for in Bid Item No. 02030-02 (Aggregate Surface Course #610 Limestone (Net Section) (Levee Crown and Access Roads)). This change results in a contract decrease of \$ (29,900.00).
2. Increase the quantity of Bid Item No. 02030-02 (Aggregate Surface Course #610 Limestone (Net Section) (Levee Crown and Access Roads)) by 230 cubic yards to include the crushed stone required for the driveways and parking areas. Additionally, increase this Bid Item by 5.5 cubic yards to account for the widening of the north driveway at the pump station approach slab. The total quantity increase for Bid Item No. 02030-02 is 235.5 cubic yards. The unit price for this Bid Item is \$122.00 per cubic yard; therefore, this change results in a contract increase of \$28,731.00.
3. Increase in the quantity amount for Bid Item No. 02070-01 (Geotextile Fabric (General)) - by 16.50 square yards to account for the widening of the north driveway at the pump station approach slab. The unit price for Bid Item No. 02070-01 is \$3 per square yard; therefore, this change results in a contract increase of \$49.50.
4. Decrease in the quantity amount for Bid Item No. 03010-01 (Structural Steel Reinforced Concrete (Class A1) (Pump Station)) - by 1 cubic yard to account for shortening the trash curb length by 5.5 feet and reducing its height from 5 feet to 8 inches. The unit price for Bid Item No. 03010-01 is \$1,575 per cubic yard; therefore, this change results in a contract decrease of \$ (1,575).

Attachments: (List documents supporting change):

1. Revised Plan Sheet C05 - Enlarged Site Plan

Purpose for Work Change Directive:

Directive to proceed promptly with the Work described herein, prior to agreeing to changes on Contract Price and Contract Time, is issued due to: (*check one*)

- ☐ Non-agreement on pricing of proposed change.
☒ Necessity to proceed for schedule or other project reasons.

Estimated Change in Contract Price and Contract Times (non-binding, preliminary):

Contract Price: \$ (2,694.50) [increase] **[decrease]**

Contract Time: 0 days [increase] [decrease]

Basis of estimated change in Contract Price:

- ☐ Lump Sum ☒ Unit Price
☐ Cost of the Work ☐ Other

Recommended:	Limited Authorization By*:	Received:
By: <u>Agustin Rega, PE</u> Engineer (Authorized Signature)	By: <u>Sam Scholle</u> Owner's Representative*	By: <u>[Signature]</u> Contractor (Authorized Signature)
Title: <u>Project Manager</u>	Title: <u>Lease Project Manager</u>	Title: <u>President</u>
Date: <u>07/24/2026</u>	Date: <u>8-6-2026</u>	Date: <u>8/4/2026</u>

*Owner's Representative is not authorized to finalize a Change Order nor does the Work Change Directive substitute the Change Order process as more fully set out in the General Conditions of the Construction Contract.

Approved by Funding Agency (if applicable)

By: _____ Date: _____
Title: _____

SECTION 00805

WORK CHANGE DIRECTIVE

No. 3

DATE OF ISSUANCE July 16, 2026 EFFECTIVE DATE July 23, 2026

Owner: St. Charles Parish

Contractor: Sealevel Construction, Inc.

Contract: Ordinance No. 25-4-13; Montz Pump Station No. 1; Date 4/23/2025

Project: Montz Pump Station No. 1

Owner's Contract No.: P210301 Engineer's Contract No.: 39145-1312

ENGINEER: GIS Engineering, LLC

Contractor is directed to proceed promptly with the following change(s):

Description:

1. Relocation of the bar screen LCPs from two on each end of the wall to between each screen to accommodate the E-Stops and jog controls. This change results in no change to the contract cost.
2. Reroute the electrical conduits for the bar screen LCPs behind the 5-foot screen wall, between the wall and the bar screens. This change results in no change to the contract cost.

Attachments: (List documents supporting change):

Purpose for Work Change Directive:

Directive to proceed promptly with the Work described herein, prior to agreeing to changes on Contract Price and Contract Time, is issued due to: *(check one)*

- ☐ Non-agreement on pricing of proposed change.
☒ Necessity to proceed for schedule or other project reasons.

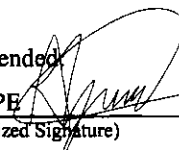
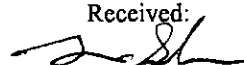
Estimated Change in Contract Price and Contract Times (non-binding, preliminary):

Contract Price: \$ 0 [increase] ~~decrease~~

Contract Time: 0 days [increase] [decrease]

Basis of estimated change in Contract Price:

- ☐ Lump Sum ☒ Unit Price
☐ Cost of the Work ☐ Other

Recommended:  Limited Authorization By*:  Received: 
By: Agustin Rega, PE  By: Sam Scholle  By: 
Engineer (Authorized Signature) Owner's Representative* Contractor (Authorized Signature)
Title: Project Manager Title: *Lead Project Manager* Title: President
Date: 07/16/2026 Date: *8-6-2026* Date: 8/4/2026

*Owner's Representative is not authorized to finalize a Change Order nor does the Work Change Directive substitute the Change Order process as more fully set out in the General Conditions of the Construction Contract.

Approved by Funding Agency (if applicable)

By: _____ Date: _____
Title: _____

SECTION 00805

WORK CHANGE DIRECTIVE

No. 4

DATE OF ISSUANCE July 16, 2026 EFFECTIVE DATE July 23, 2026

Owner: St. Charles Parish

Contractor: Sealevel Construction, Inc.

Contract: Ordinance No. 25-4-13; Montz Pump Station No. 1; Date 4/23/2025

Project: Montz Pump Station No. 1

Owner's Contract No.: P210301 Engineer's Contract No.: 39145-1312

ENGINEER: GIS Engineering, LLC

Contractor is directed to proceed promptly with the following change(s):

Description:

1. The CMU wall inside the MCC building was extended from 10 feet to 12 feet to accommodate the length of the panels that will be installed on the wall. This change is included in the lump sum cost of Bid Item No. 04005-01 (CMU Electrical Building), which is \$140,000.00. No change was made to the cost of this bid item.

Attachments: (List documents supporting change):

1. Revised Plan Sheet S13 – Equipment Pad Plan and Details (1 of 2)

Purpose for Work Change Directive:

Directive to proceed promptly with the Work described herein, prior to agreeing to changes on Contract Price and Contract Time, is issued due to: (*check one*)

- ☐ Non-agreement on pricing of proposed change.
☒ Necessity to proceed for schedule or other project reasons.

Estimated Change in Contract Price and Contract Times (non-binding, preliminary):

Contract Price: \$ 0 [increase] [decrease]

Contract Time: 0 days [increase] [decrease]

Basis of estimated change in Contract Price:

- ☒ Lump Sum ☐ Unit Price
☐ Cost of the Work ☐ Other

~~*Owner's Representative is not authorized to finalize a Change Order nor does the Work Change Directive substitute the Change Order process as more fully set out in the General Conditions of the Construction Contract.~~

By: _____ Date: _____
Title: _____

SECTION 00805

WORK CHANGE DIRECTIVE

No. 5

DATE OF ISSUANCE July 16, 2026 EFFECTIVE DATE July 23, 2026

Owner: St. Charles Parish

Contractor: Sealevel Construction, Inc.

Contract: Ordinance No. 25-4-13; Montz Pump Station No. 1; Date 4/23/2025

Project: Montz Pump Station No. 1

Owner's Contract No.: P210301 Engineer's Contract No.: 39145-1312

ENGINEER: GIS Engineering, LLC

Contractor is directed to proceed promptly with the following change(s):

Description:

1. This change consists of omitting the 4-inch housekeeping slab beneath the generator, which was not measured for payment in the original quantities; therefore, there is no change on the contract cost.

Attachments: (List documents supporting change):

Purpose for Work Change Directive:

Directive to proceed promptly with the Work described herein, prior to agreeing to changes on Contract Price and Contract Time, is issued due to: *(check one)*

- ☐ Non-agreement on pricing of proposed change.
☒ Necessity to proceed for schedule or other project reasons.

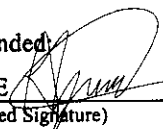
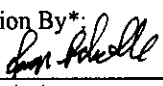
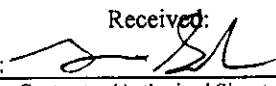
Estimated Change in Contract Price and Contract Times (non-binding, preliminary):

Contract Price: \$ 0 [increase] [decrease]

Contract Time: 0 days [increase] [decrease]

Basis of estimated change in Contract Price:

- ☐ Lump Sum ☐ Unit Price
☐ Cost of the Work ☐ Other

Recommended:  Limited Authorization By*:  Received: 
By: Agustin Rega, PE By: Sam Scholle By:
Engineer (Authorized Signature) Owner's Representative* Contractor (Authorized Signature)

Title: Project Manager Title: *Senior Projects Manager* Title: President
Date: 07/14/2026 Date: *8-6-2026* Date: 8/4/2026

*Owner's Representative is not authorized to finalize a Change Order nor does the Work Change Directive substitute the Change Order process as more fully set out in the General Conditions of the Construction Contract.

Approved by Funding Agency (if applicable)

By: _____ Date: _____
Title: _____