



ST. CHARLES PARISH


OFFICE OF THE COUNCIL SECRETARY

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

DATE: MAY 22, 2025

TO: MR. BOB MESSERLY
FACILITIES MANAGER

FROM: MICHELLE IMPASTATO
COUNCIL SECRETARY 

RE: CHANGE ORDER NO. 2 (FINAL)
ST. CHARLES PARISH WEST BANK LIBRARY HURRICANE IDA REPAIRS
(PROJECT NO. LR211105)

On May 19, 2025, the St. Charles Parish Council adopted Ordinance No. 25-5-8 approving and authorizing the execution of Change Order No. 2 (Final) for St. Charles Parish West Bank Library Hurricane Ida Repairs, (Project No. LR211105), to decrease the contract amount by \$2,500.00.

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. Darrin Duhe w/enclosure
Mr. Corey Oubre w/enclosure
Mr. Grant Dussom w/enclosure
Ms. Carla Chiasson w/enclosure
Murray Architects, Inc. w/original enclosure
Dynamic Group, LLC w/original enclosure

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

2025-0133

**INTRODUCED BY: MATTHEW JEWELL, PARISH PRESIDENT
(GENERAL GOVERNMENT BUILDINGS)**

ORDINANCE NO. 25-5-8

An ordinance approving and authorizing the execution of Change Order No. 2 (Final) for St. Charles Parish West Bank Library Hurricane Ida Repairs, (Project No. LR211105), to decrease the contract amount by \$2,500.00.

WHEREAS, on November 5, 2021, the St. Charles Parish President and Murray Architects, Inc. executed an Emergency Service Agreement to perform architectural and engineering services for said project; and,

WHEREAS, Ordinance No. 22-10-4 adopted on October 17, 2022, by the St. Charles Parish Council, approved and authorized the execution of a contract with Dynamic Group, LLC, for the St. Charles Parish West Bank Library Hurricane Ida Repairs, (Project No. LR211105), in the amount of \$1,152,002.34; and,

WHEREAS, Ordinance No. 23-6-5 adopted on June 5, 2023, by the St. Charles Parish Council, approved and authorized execution of Change Order No. 1 for St. Charles Parish West Bank Library Hurricane IDA Repairs, (Project No. LR211105), to increase the contract amount by \$41,721.00 and increase the contract time by 76 days; and,

WHEREAS, it is necessary to amend the Contract in order to apply a flooring credit due to removing a portion of flooring for the project resulting in a decrease to the approved contract in the amount of \$2,500.00.

THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:

SECTION I. That Change Order No. 2 (Final) for St. Charles Parish West Bank Library Hurricane Ida Repairs, (Project No. LR211105), to decrease the contract amount by \$2,500.00.

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, COMARDELLE,
O'DANIELS, DEBRULER

NAYS: NONE

ABSENT: FISHER

And the ordinance was declared adopted this 19th day of May, 2025, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: Heely Fonseca
SECRETARY: Michelle Dupont
DLVD/PARISH PRESIDENT: May 20, 2025
APPROVED: ✓ DISAPPROVED: _____

PARISH PRESIDENT: Matthew Jewell
RETD/SECRETARY: May 21, 2025
AT: 10:28am RECD BY: [Signature]

RECORDED IN THE ST. CHARLES PARISH
CLERK OF COURT OFFICE

ON 5/21/2025
AS INSTRUMENT NO. 488745

IN MORTGAGE/CONVEYANCE/OATH BOOK

SECTION 00806

CHANGE ORDER

No. Two (2)

DATE OF ISSUANCE December 19, 2024

EFFECTIVE DATE December 19, 2024

OWNER St. Charles Parish

CONTRACTOR Dynamic Group, LLC

Contract: St. Charles Parish West Bank Library Hurricane Ida Repairs

Project: St. Charles Parish West Bank Library Hurricane Ida Repairs

OWNER's Contract No. LR211105

ARCHITECT's Contract No. _____

ARCHITECT Murray Architects, Inc.

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

Description: *See attached example on how to fill in this information*

1. Delete the Following Work Items:

a. Contract Item #: Floor Credit

Delete item in its entirety. *(-\$2,500.00)*

Total of Deducted Items = *(-\$2,500.00)*

2. Add the Following Work Items: - Not Applicable

3. Revise the Following Work Item Quantities: Not Applicable

Total of Change in Work Items Quantity = *(-\$2,500.00)*

Reason for Change Order: List a reason for each Line Item listed above. *See attached example on how to fill in this information*

1. Deleted Work Items

a. Flooring credit to remove portion of flooring

2. Add Work Items

3. Revise Work Item Quantities

Attachments: (List documents supporting change)

Work Change Directive No. 1, Work Change Directive No. 2, and Work Change Directive No. 3

CHANGE IN CONTRACT PRICE:
Original Contract Price \$ <u>1,152,002.34</u>
Net Increase (Decrease) from previous Change Orders No. 1 to 1: \$ <u>41,721.00</u>
Contract Price prior to this Change Order: \$ <u>1,193,723.34</u>
Net decrease of this Change Order: \$ <u>-2,500.00</u>
Contract Price with all approved Change Orders: \$ <u>1,191,223.34</u>

CHANGE IN CONTRACT TIMES:
Original Contract Times: Substantial Completion: <u>March 26, 2023</u> Ready for final payment: <u>150 Days</u> (days or dates)
Net change from previous Change Orders No. 1 to No. 1: Substantial Completion: _____ Ready for final payment: <u>76 Days</u> (days)
Contract Times prior to this Change Order: Substantial Completion: <u>June 10, 2023</u> Ready for final payment: _____ (days or dates)
Net increase this Change Order: Substantial Completion: _____ Ready for final payment: _____ (days)
Contract Times with all approved Change Orders: Substantial Completion: <u>June 10, 2023</u> Ready for final payment: <u>226 Days</u> (days or dates)

RECOMMENDED:

APPROVED:

ACCEPTED:

By: [Signature]
ARCHITECT (Authorized Signature)

By: [Signature]
OWNER (Authorized Signature)

By: [Signature]
CONTRACTOR (Authorized Signature)

Date: 4/22/2025

Date: 5-20-25

Date: 4/16/2025