



ST. CHARLES PARISH


OFFICE OF THE COUNCIL SECRETARY

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COUNCIL OFFICE MEMORANDUM

DATE: DECEMBER 9, 2024

TO: MR. MILES BINGHAM
PUBLIC WORKS DIRECTOR

FROM: MICHELLE IMPASTATO 
COUNCIL SECRETARY

RE: AMENDMENT NO. 1 TO ORDINANCE NO. 23-12-5
CRESCENT ENGINEERING BOUNDARY SURVEYS MASTER CONTRACT
(PROJECT NO. P231101)

On November 18, 2024, the St. Charles Parish Council adopted Ordinance No. 24-11-9 approving and authorizing the execution of Amendment No. 1 to Ordinance No. 23-12-5, which approved the Professional Services Agreement with Crescent Engineering & Mapping, LLC, to perform surveying services for the Crescent Engineering Boundary Surveys Master Contract (Project No. P231101), in the amount not to exceed of \$150,000.00.

A copy of the fully executed 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: ¹Parish Council
Ms. Samantha de Castro w/enclosure
Mr. Grant Dussom w/enclosure
Mr. Corey Oubre w/enclosure
Mr. Brandon Bernard w/enclosure
Crescent Engineering & Mapping, LLC, w/enclosure

¹ Council Dept. retained 1 DocuSign copy for file; DocuSign technical difficulties

2024-0368

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

ORDINANCE NO. 24-11-9

An ordinance approving and authorizing the execution of Amendment No. 1 to Ordinance No. 23-12-5, which approved the Professional Services Agreement with Crescent Engineering & Mapping, LLC, to perform surveying services for the Crescent Engineering Boundary Surveys Master Contract (Project No. P231101), in the amount not to exceed of \$150,000.00.

WHEREAS, Ordinance No. 23-12-5 adopted on December 4, 2023, by the St. Charles Parish Council, approved and authorized the execution of a Professional Services Agreement with Crescent Engineering & Mapping, LLC, to perform surveying services for the Crescent Engineering Boundary Surveys Master Contract (Project No. P231101), in the not to exceed amount of \$150,000.00; and,

WHEREAS, the previous contract amount has been expended via issuance of multiple task orders; and,

WHEREAS, St. Charles Parish and Crescent Engineering & Mapping, LLC, have mutually agreed upon a not to exceed fee of \$150,000.00 to complete more task orders as necessary, increasing the overall contract amount to \$300,000.00.

THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:

SECTION I. That Amendment No. 1 to the Professional Services Agreement between St. Charles Parish and Crescent Engineering & Mapping, LLC, for the Crescent Engineering Boundary Surveys Master Contract (Project No. P231101), in the amount not to exceed of \$150,000.00, increasing the overall contract amount to \$300,000.00, is hereby approved and accepted.

SECTION II. That the Parish President is hereby authorized to execute said Amendment No. 1 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, FISHER, DEBRULER
NAYS: NONE
ABSENT: NONE

And the ordinance was declared adopted this 18th day of November, 2024, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: Bob Fisher

SECRETARY: Michelle Dupont

DLVD/PARISH PRESIDENT: November 19, 2024

APPROVED: ✓

DISAPPROVED: _____

PARISH PRESIDENT: Matthew Jewell

RETD/SECRETARY: November 21, 2024

AT: 2:30pm RECD BY: [Signature]