



# ST. CHARLES PARISH


## *OFFICE OF THE COUNCIL SECRETARY*

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### COUNCIL OFFICE MEMORANDUM

DATE: JANUARY 29, 2025

TO: MR. MILES BINGHAM  
PUBLIC WORKS DIRECTOR

FROM: MICHELLE IMPASTATO   
COUNCIL SECRETARY

RE: AMENDMENT NO. 3 TO ORDINANCE NO. 22-7-2  
ROAD MAINTENANCE 2022-23  
(PROJECT NO. P220501)

On January 27, 2025, the St. Charles Parish Council adopted Ordinance No. 25-1-6 approving and authorizing the execution of Amendment No. 3 to Ordinance No. 22-7-2, which approved the Professional Services Agreement with Digital Engineering & Imaging, Inc., to perform planning services for Road Maintenance 2022-23 (Project No. P220501), in the amount of \$90,086.00.

A copy of the ordinance is enclosed for your records. The agreement has been routed to you via DocuSign on January 28, 2025 to handle execution. Please forward to us a fully executed copy once available.

MI/ag

Enclosure

cc: Parish Council  
Mr. Darrin Duhe w/enclosure  
Ms. Samantha de Castro w/enclosure  
Mr. Corey Oubre w/enclosure  
Mr. Brandon Bernard w/enclosure

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

ORDINANCE NO. 25-1-6

An ordinance approving and authorizing the execution of Amendment No. 3 to Ordinance No. 22-7-2, which approved the Professional Services Agreement with Digital Engineering & Imaging, Inc., to perform planning services for Road Maintenance 2022-23 (Project No. P220501), in the amount of \$90,086.00.

WHEREAS, Ordinance No. 22-7-2 adopted on July 5, 2022, by the St. Charles Parish Council, approved and authorized the execution of a Professional Services Agreement with Digital Engineering & Imaging, Inc., to perform planning services for the Road Maintenance 2022-23 (Project No. P220501), in the not to exceed amount of \$316,728.72; and,

WHEREAS, Ordinance No. 23-6-9 adopted on June 19, 2023, by the St. Charles Parish Council, approved and authorized the execution of a Contract with Barriere Construction Co., LLC for Road Maintenance 2022-23 (Project No. P220501) in the amount of \$2,499,902.45; and,

WHEREAS, Ordinance No. 23-8-8 adopted on August 28, 2023, by the St Charles Parish Council, approved and authorized the execution of a Professional Services Agreement with Alpha Testing and Inspection, Inc., to perform testing services for Road Maintenance 2022-23 (Project No. P220501), in the not to exceed amount of \$40,000.00; and,

WHEREAS, Ordinance No. 23-9-2 adopted on September 25, 2023, by the St. Charles Parish Council, approved and authorized the execution of Amendment No. 1 to Ordinance No. 22-7-2, which approved the Professional Services Agreement with Digital Engineering & Imaging, Inc. to perform planning services for Road Maintenance 2022-23 (Project No. P220501), to add other related projects listed below (total engineering and inspection):

<u>Project</u>	<u>Total Price</u>
Additional Asphalt Maintenance	\$126,205.00
Concrete Maintenance 2023-24 (P230803)	\$211,740.00
Willowdale Turn Lane (P230804)	\$98,235.00; and,

WHEREAS, Ordinance No. 23-11-9 adopted on November 20, 2023, by the St. Charles Parish Council, approved and authorized the execution of Change Order No. 1 for Road Maintenance 2022-23 (Project No. P220501), to increase the contract amount by \$1,012,969.06 and increase the contract time by forty five (45) days; and,

WHEREAS, Ordinance No. 24-2-4 adopted on February 5, 2024, by the St. Charles Parish Council, approved and authorized the execution of Change Order No. 2 for Road Maintenance 2022-23 (Project No P220501), to decrease the contract amount by \$137,764.48, and decrease the contract time by sixteen (16) days; and,

WHEREAS, Ordinance No. 24-6-16 adopted on June 17, 2024, by the St. Charles Parish Council, approved and authorized the execution of Amendment No. 2 to Ordinance No. 22-7-2, which approved the Professional Services Agreement with Digital Engineering & Imaging, Inc., to perform planning services for the Road Maintenance 2022-23 (Project No. P220501), to add Road Maintenance 2024-25 (Project No. P220501), formerly Road Maintenance 2024, in the amount of \$135,238.00; and,

WHEREAS, Ordinance No. 24-7-19 adopted on July 22, 2024, by the St. Charles Parish Council, approved and authorized the execution of a Contract with Kass Bros., Inc., for Concrete Maintenance 2023-24 (Project No. P230803), in the amount of \$914,593.10; and,

WHEREAS, Ordinance No. 24-9-4 adopted on September 9, 2024, by the St. Charles Parish Council, approved and authorized the execution of Change Order No. 1 for the Willowdale Turn Lane (Project No. P230804), to increase the contract amount by \$87,641.69 and increase the contract time by forty-four (44) days; and,

WHEREAS, Ordinance No. 24-11-4 adopted on November 4, 2024, by the St. Charles Parish Council, approved and authorized the execution of Change Order No. 2 for the Willowdale Turn Lane (Project No. P230804), to increase the contract amount by \$45,876.93; and,

**WHEREAS,** Ordinance No. 24-12-4 adopted on December 2, 2024, by the St. Charles Parish Council, approved and authorized the execution of Change Order No. 1 with Kass Bros., Inc., for Concrete Maintenance 2023-24 (Project No. P230803), to increase the contract amount by \$193,430.85 and increase the contract time by thirty-five (35) days; and,

**WHEREAS,** the Professional Services Agreement between St. Charles Parish and Digital Engineering & Imaging, Inc. needs to be amended for additional Engineering and Resident Inspection services for Road Maintenance 2024-25 (Project No. P220501); and,

**WHEREAS,** the Professional Services Agreement between St. Charles Parish and Digital Engineering & Imaging, Inc. needs to be amended to adjust the distribution of funds in Willowdale Turn Lane (Project No. P230804) and Road Maintenance 2022-23 (Project No. P220501) to cover additional construction administration costs on Willowdale Turn Lane; and,

**WHEREAS,** the Professional Services Agreement between St. Charles Parish and Digital Engineering & Imaging, Inc. needs to be amended to adjust the distribution of funds in Concrete Maintenance 2023-24 (Project No. P230803) to cover additional construction administration costs; and,

**WHEREAS,** St. Charles Parish and Digital Engineering & Imaging, Inc. have mutually agreed to an increase of the fees for design and construction on Asphalt Maintenance 2024-25 (Project No. P220501) in the total amount of \$90,086.00 and adjustments to the distribution of funds on Road Maintenance 2022-23 (Project No. P220501), Willowdale Turn Lane (Project No. P230804), and Concrete Maintenance 2023-24 (Project No. P230803); and,

**WHEREAS,** Amendment No. 3 to the Professional Services Agreement between St. Charles Parish and Digital Engineering & Imaging, Inc., describes the details of the proposed services, compensation, and alteration of funds.

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

**SECTION I.** That Amendment No. 3 to the Professional Services Agreement with Digital Engineering & Imaging, Inc., for additional Engineering and Resident Inspection for Road Maintenance 2024-25 (Project No. P220501) in the amount of \$90,086.00, adjustments to the distributions of funds for Willowdale Turn Lane (Project No. P230804), and adjustments to the distribution of funds for Concrete Maintenance 2023-24 (Project No. P230803), 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, COMARDELLE,  
O'DANIELS, FISHER, DEBRULER  
NAYS: NONE  
ABSENT: NONE

And the ordinance was declared adopted this 27th day of January, 2025, to become effective five (5) days after publication in the Official Journal.

CHAIRMAN: Heely Fonseca  
SECRETARY: Michelle Dupontato  
DLVD/PARISH PRESIDENT: January 28, 2025  
APPROVED: ✓ DISAPPROVED: \_\_\_\_\_

PARISH PRESIDENT: Math Jones  
RETD/SECRETARY: January 28, 2025  
AT: 11:46 am RECD BY: [Signature]