



ST. CHARLES PARISH


OFFICE OF THE COUNCIL SECRETARY

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

MEMORANDUM

DATE: OCTOBER 27, 2025

TO: MR. DUANE FORET
PARKS AND RECREATION DIRECTOR

FROM: MICHELLE IMPASTATO 
COUNCIL SECRETARY

RE: CERTIFICATE OF SUBSTANTIAL COMPLETION
EAST BANK BRIDGE PARK IMPROVEMENTS (PROJECT NO. RECEBI23)

Transmitted herewith for your files are two (2) fully executed/recorded originals of the referenced Certificate of Substantial Completion.

MI/mr

Enclosures

cc: ¹Parish Council
Ms. Samantha de Castro w/enclosure
Mr. Corey Oubre w/enclosure
Mr. Darrin Duhe w/enclosure
Mr. Grant Dussom w/enclosure
Civil & Environmental Consulting Engineers, Danny J. Hebert, P.E., LLC
w/enclosure
Jone Construction Solutions, LLC w/enclosure

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

SECTION 00808

CERTIFICATE OF SUBSTANTIAL COMPLETION

DATE OF ISSUANCE September 17, 2025

Owner: St. Charles Parish
Contractor: Jones Construction Solutions, LLC
Contract: Jones Construction Solutions, LLC
Project: East Bank Bridge Park Improvements

Owner's Project No.: RECEBI23

Engineer's Project No.: N/A

This Certificate of Substantial Completion applies to all Work under the Contract Documents or to the following specified parts thereof:

To ST. CHARLES PARISH
OWNER

And To JONES CONSTRUCTION SOLUTIONS, LLC
CONTRACTOR

The Work to which this Certificate applies has been inspected by authorized representatives of OWNER, CONTRACTOR and ENGINEER, and that Work is hereby declared to be substantially complete in accordance with the Contract Documents on

September 17, 2025
DATE OF SUBSTANTIAL COMPLETION

A tentative list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include an item in it does not alter the responsibility of CONTRACTOR to complete all the Work in accordance with the Contract Documents. The items in the tentative list shall be completed or corrected by CONTRACTOR within 45 days of the above date of Substantial Completion.

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties and guarantees shall be as follows:

OWNER: HAS FULL USE AND MAINTENANCE RESPONSIBILITIES OF THE SITE, EXCEPT
IN THE WORK AREAS STILL IN USE FOR THE EAST BANK BRIDGE PARK
IMPROVEMENTS, LIGHTING PROJECT.

CONTRACTOR: FINAL CLEANUP OF SITE AREA, PROVIDE WARRANTIES AND CLOSEOUT
DOCUMENTS (REFER TO THE ATTACHED PUNCH LIST).

The following documents are attached to and made a part of this Certificate: Change Order No. 1

[For items to be attached see definition of Substantial Completion as supplemented and other specifically noted conditions precedent to achieving Substantial Completion as required by Contract Documents.]

This certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of CONTRACTOR's obligation to complete the Work in accordance with the Contract Documents. **Submit 4 (four) original documents signed and dated by the Engineer and Contractor to St. Charles Parish, Dept of Parks and Recreation, 274 Judge Edward Dufresne Parkway, Luling, La 70070 for processing.**

Executed by ENGINEER on 9/18/2025
Date

Marco Juarez, P.E.


ENGINEER

By: 
(Authorized Signature)

CONTRACTOR accepts this Certificate of Substantial Completion on 9/18/2025
Date

Jones Construction Solutions/Calds Jones

CONTRACTOR

By: 
(Authorized Signature)

OWNER accepts this Certificate of Substantial Completion on 10/23/25
Date

St. Charles Parish

OWNER

By: 
(Authorized Signature)

RECORDED IN THE ST. CHARLES PARISH
CLERK OF COURT OFFICE

ON 10-24-2025

AS INSTRUMENT NO. 492190

IN MORTGAGE/CONVEYANCE/OATH BOOK



Civil & Environmental Consulting Engineers
 Danny J. Hebert, P.E., L.L.C.
 14433 River Road
 Hahnville, LA 70057
 www.hebertengineering.com
 phone: (985) 785-2380

9/18/25

St. Charles Parish
East Bank Bridge Park Improvements, Parish Project No. RECEB123
Punch List

No.	Description	Value
1	Clean up/ sweep the walking path.	\$ 1,000.00
2	Regrade around all new pavement, sidewalks, and the perimeter fence.	\$ 2,000.00
3	Remove equipment and dumpster from site.	\$ 500.00
4	Clean up the restrooms and concessions stand.	\$ 2,000.00
5	Clean up the existing parking lot.	\$ 1,000.00
6	Clean up all concrete splatter/ touch up paint as required.	\$ 500.00
7	Clean up the splatter by the dumpster.	\$ 500.00
8	Sweep the turf fields once all adjacent work is complete.	\$ 250.00
9	Clean up/ vacuum the dugouts.	\$ 500.00
11	Repave/ patch the sidewalk by the construction entrance.	\$ 1,000.00
12	Sod all disturbed areas per General Note No. 16 of Plan Sheet No. 2.	\$ 15,000.00
13	Replace the broken curb at the existing parking lot.	\$ 500.00
14	Re-stripe the existing parking lot.	\$ 5,000.00
16	Seal all joints in the parking lot, pavement, and sidewalks as required.	\$ 2,500.00
17	Caulk fence posts at backstop and columns at dugouts.	\$ 500.00
18	Replace the rusted metal panel of the concessions stand storage area and paint to match.	\$ 1,500.00
19	Ensure field's basepath and pitching inserts match the plans.	\$ -
20	Repair the broken brick column and damaged fence panels on the perimeter fence.	\$ 3,000.00
22	Install the entrance gates to the dugouts.	\$ 4,000.00
23	Paint the interior walls of the dugouts.	\$ 1,500.00
24	Provide trash cans at each dugout.	\$ 2,000.00
27	Install the windscreens around the tennis/ pickleball court.	\$ 10,000.00
28	Install the two backboards at the tennis/ pickleball court.	\$ 16,000.00
29	Move two benches from the tennis court to the basketball courts.	\$ -
30	Schedule irrigation test.	\$ 1,500.00
31	Provide all warranties.	\$ 16,500.00
32	Provide bills of lading for the turf infill or report with infill thicknesses at 20-yd increments.	\$ 2,000.00
33	Provide O&M manuals and training to Owner.	\$ 1,000.00
34	Provide as-built plans to Engineer and Owner.	\$ 5,000.00
35	Provide post-tensioning report for the tennis/ pickleball court slab.	\$ 1,000.00
36	Hand over all keys to the Owner.	\$ 500.00
37	Close out all permits.	\$ 500.00
TOTAL		\$ 98,750.00