



LINCOLN PARISH, LA
SWMP – PHASE II: CONTRACT AMENDMENT / CHANGE AUTHORIZATION FORM

To: Courtney Hall, Parish Administrator
Lincoln Parish Police Jury

From: Mitch Kessler, President
Kessler Consulting, Inc.

Date: October 2, 2025

Subject: **Phase II – Solid Waste Master Plan**

Scope: Revise the current work activities under all associated project tasks to ensure the following:

- SWMP will be a parish-wide study on solid waste management systems, rather than an examination of the unincorporated area only. However, operational analysis for a parish-wide system will remain at a macro-level. In-depth analysis of municipal collection systems will not be evaluated. All evaluated options will be integrated for Parish-wide consideration for effectiveness, efficiency, and a unified Parish message.
- Community engagement will expand to encompass a parish-wide analysis rather than stakeholders from the unincorporated area only.
- Examination of the existing system will be expanded from a primary focus on solid waste materials collection. It will now include processing of recyclables and trash disposal (i.e., operational scenarios for consideration will be expanded to include both the collection and disposal of materials to understand potential operational opportunities for development of a Parish owned/operated MSW landfill. This will be planning level cost estimates related to the design, build, and operation of a publicly owned landfill, the potential redesign of convenience centers, and the processing of collected recyclables.

Additionally, budget modifications have been made to account for work activity expenses that impact all tasks identified within the original scope.

Fee: Fee requested for contract amendment / change authorization for an amount not to exceed \$184,740 to be invoiced as time-and-materials only. See Attachment A. Revised Budget. *Note: All work activities to be conducted will operate under the same conditions and terms as the original contract.*

AUTHORIZATION:

Courtney Hall, Parish Administrator
Lincoln Parish, LA

Date

Mitch Kessler, President
Kessler Consulting, Inc.

10/2/25
Date

Attachment A. Revised Budget with Hourly Breakdown

LABOR										
CATEGORY (NAME)	HOURLY RATE	Task 1	Task 2	Task 3	Task 4	Task 5	Task 6	Task 7	TOTAL HOURS	TOTAL DOLLARS
		Existing System Analysis	Stakeholder Engagement	Service Analysis and Operational Assessment	Financial Analysis and Fee Study	Evaluation of Scenario Options	Solid Waste Master Plan Drafting	Presentation Assistance		
Principal	\$245	40	4	12	10	12	8	20	106.0	\$25,970
Technical Advisor	\$190	0	0	24	54	48	4	0	130.0	\$24,700
Project Manager	\$190	60	85	70	84	56	38	52	445.0	\$84,550
Consultant II	\$130	64	102	36	20	48	40	46	356.0	\$46,280
Administrative Support	\$90	2	6	4	6	6	8	4	36.0	\$3,240
TOTAL LABOR HOURS		166.0	197.0	146.0	174.0	170.0	98.0	122.0	1073.0	
TOTAL LABOR DOLLARS		\$29,700	\$30,930	\$25,840	\$31,810	\$29,480	\$15,860	\$21,120		\$184,740
	Current Contract	\$12,680	\$22,800	\$20,005	\$18,005	\$17,210	\$12,220	\$18,060		120,980

Note: Current contract budgets provided in red for ease of comparative purposes across the different scope of work tasks.