

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST

#12a

Date: June 3, 2015

Weekly Agenda Date: June 9, 2015

DEPARTMENT HEAD / CITIZEN: Supervisor Jeremy Taylor

SUBJECT: **Revision to Open Contract with McClure Engineering**

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Revision to Open Contract with McClure Engineering

EXECUTIVE SUMMARY: In order to both honor the ability of the Chairman to conduct day to day operations as approved by our rules and bylaws and fulfill the timely nature of economic development actions while not incurring additional costs above what was intended, the following motion is put forward.

BACKGROUND: The contract with McClure Engineering was approved for on-call services. The Chairman is the person to whom and by whom scheduling of services should be conducted as meetings have been called concerning planning, information, and development. Sometimes the nature of economic development remains embargoed or sensitive due to impending projects or land sale acquisitions. However, the Board has a fiduciary responsibility to not incur greater costs than they are comfortable with which may reach outside of what the Board deems to be mere "day to day operations." This appears to me to strike a reasonable balance.

FINANCIAL IMPACT: None

RECOMMENDATION: That the Board approve the following action in a subsequent meeting.

ACTION REQUIRED: I move that the previously approved open contract with McClure Engineering be exercised at the discretion of the Chair up to \$10,000 in a 90 day period except by approval of a Board majority. Furthermore, it shall be incumbent upon McClure Engineering to inform the Board Chair when charges are to be incurred and communicate back to the Board such anticipated charges. McClure Engineering will also be expected to invoice the county in a timely manner, e.g. 30 days from the date that services are completely rendered.