

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REC

#15

Date: June 12, 2015

Weekly Agenda Date: June 16, 2015

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Supervisor Jeremy Taylor

SUBJECT: Open contract with McClure Engineering

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Approval of internal procedures for requesting services under McClure Engineering contract and for administrating the contract

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 / PROPOSED MOTION: I move that the previously approved open contract with McClure Engineering be exercised at the discretion of the Chair up to \$10,000 in 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.

Approved by Board of Supervisors March 3, 2015. Revised May 5, 2015.



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June 4, 2015

Woodbury County Board of Supervisors
Attn: Mark Monson
620 Douglas St.
Sioux City, IA 51101

JUN 8 2015 PM 1:41

Dear Mark,

I wanted to personally reach out and thank you for being a valued client of McClure Engineering Company. I have thoroughly enjoyed our many years of working together and I'm looking forward to many more.

I also wanted to let you know MEC recently merged with Trabue, Hansen & Hinshaw (THHinc), a civil and structural engineering firm in Columbia, Missouri. The expertise of this 22 person firm, combined with the MEC staff, puts our firm at about 100 engineers and support personnel.

THHinc is one of the engineering industry's most sought after structural engineering firms, and is known as one of the top three firms in the nation for structural engineering experience with cold-formed steel. We are excited to bring this area of expertise in-house and pleased to have them as part of the MEC family.

As we begin integrating THHinc into MEC, we all remain committed to our mission of building relationships with you to help you be successful in the eyes of your constituents.

I am excited to remain President & CEO of McClure Engineering Company, while Gene Hinshaw, previously President of Trabue, Hansen & Hinshaw, will become Market President for THHinc McClure in Missouri. Our Columbia office will operate as THHinc McClure for the next year or so, then we will change the name to McClure Engineering Company.

We are excited for the growth opportunities this merger creates for our staff and for the added resources we can offer you. Thank you for your trust and business! We look forward to the future.

Regards,

A handwritten signature in blue ink, appearing to read "Terry Lutz", is written over a horizontal line.

Terry Lutz
President
McClure Engineering Company