

4E

Patrick Wussow

From: John Welle <jwelle@co.aitkin.mn.us>
Sent: Monday, November 26, 2012 1:15 PM
To: 'Patrick Wussow'
Cc: 'Paul Kazmerzak'; mike.quale@co.aitkin.mn.us
Subject: Professional Services Agreement with Al Jensen

Pat:

As discussed, I would like to hire our former employee, Al Jensen, under a professional services agreement to assist with our annual bridge safety inspections as required by state and federal law. Based on required qualifications of individuals to perform this work, we currently have no one on staff to perform the inspections, although one of our employees, Paul Kazmerzak, is working toward fulfilling the qualification.

I anticipate approximately 100 hours of work at \$30 per hour for the services Al will provide, for a total cost of \$3000. Although not budgeted specifically, I have a budget line item for professional services in the current budget.

Based on the cost, I did not anticipate needing Board approval to proceed with this, as I typically engage in professional service contracts for amounts less than \$10,000 on my own authority. However, based on your recommendation to obtain Board approval, I ask that this be placed on tomorrow's consent agenda, as the work needs to be completed before the end of the year.

Let me know if you need additional information.

John