

PROCUREMENT & CONTRACTING REPORT

Period: May 2020

**TABLE I
SOLICITATION REQUESTS**

Date	Description	Notes	Department/Program Area	Funding Source
May 2020	Res Hall parking lot	Bid	Plant	Plant
May 2020	CLD lease RFP	RFP	Plant	Plant
May 2020	RFP steer lease	RFP	Rodeo	CF
May 2020	ACC snow removal	RFQ	Plant	Plant

**TABLE II
POTENTIAL SOLICITATION > \$60,000 (not in current budget)**

Date	Description	Notes	Department/Program Area	Funding Source
May 2019	Server room renovation	Business building 109 – Microsoft Project	AA	Reevaluating how to move forward, construction bids were too high
March 2020	CDL trailer/tractor lease	RFP	Outreach/Workforce Services	Grant
March 2020	Res Hall Flex Space/E-Gaming	Anticipated FCI Change Order; negotiations underway. Total project cost is \$420,000.	Admin/Fin	Donor, bookstore fund balance, & project funds.

**TABLE III
EXECUTED CONTRACTS**

Date	Description	Purpose	Department/Program Area	Funding Source
May 2020	Phantom Canyon	Visiting Artist	Art	CF
May 2020	High Plains High Rise	Window Cleaning	Plant	CF
May 2020	Gannett Peak Technical Services	It Consultant Renewal	ITS	CF
May 2020	Koch Cow Horses	Internship	AG	n/a
May 2020	Carbon County School District #1	Internship	SLPA	n/a

May 2020	Merry X-Ray	Move Radiography Equipment	HSW	CF
May 2020	Chad Espanshied	Internship	AG	n/a
May 2020	Nick Kalivas	Internship	AG	n/a
May 2020	Platte County SD 1	Internship	SLPA	n/a
May 2020	Bobcat	AG Swap	AG	CF
May 2020	Starting Line PT	Internship	PTA	n/a
May 2020	Meltwater	Renewal	PR	CF
May 2020	ACT	Renewal	SS	CF
May 2020	FCI	Co 3	A&F	SLIB
May 2020	Dr. Randall Davis	Internship	DH	n/a
May 2020	Aaron Layton	Internship	DH	n/a
May 2020	Shiloh Lindsay	Internship	DH	n/a
May 2020	Beachside Physical Therapy	Internship	PTA	n/a
May 2020	Phil Lorenz	Internship	DH	n/a
May 2020	Richardson Construction	Res Hall Parking Lot M	Plant	Plant
May 2020	Archetype	Interior & Exterior Wayfinding	plant	Plant
May 2020	Gentle Touch Dentistry	Internship	DH	n/a

**TABLE IV
PRE-APPROVED PURCHASE ORDERS EXCEEDING \$12,500**

Date	Vendor	Purpose	Frequency	Department/ Program Area	Funding Source	Cost	Prior Board Approval
May 2020	FCI	Pay App # 13 ResHall	One-time	Plant	SLIB	\$2,365,071.30	
May 2020	Troxell	AV items for Fine Arts project	One-time	ITS	Project	\$86,712.00	
May 2020	Construction Specialists	Pay App #2 Science emergency showers	Annual	Plant	Plant	\$42,724.80	
May 2020	Karcher	Windsor custodial equipment	One-time	A&F	SLIB	\$28,019.76	
May 2020	AVI	AV items for ResHall project	One-time	ITS	SLIB	\$26,266.03	
May 2020	Method Studio	ResHall construction administration	One-time	A&F	SLIB	\$26,239.99	
May 2020	Citrix	Virtual apps & desktop service	One-time	ITS	CF	\$24,948.45	
May 2020	Ellucian	Management License & Maintenance	One-time	ITS	CF	\$16,240.00	
May 2020	Source Office & Technology	KOI tables and HON chairs	One-time	M&S	CF	\$15,649.40	
May 2020	Fodor Billiards	Pool & foosball tables	One-time	A&F	SLIB	\$15,285.00	
May 2020	AVI	Digital signage ResHall & FA projects	One-time	ITS	Multiple	\$14,672.07	