



**LARAMIE COUNTY
COMMUNITY COLLEGE**
Cheyenne ♦ Laramie ♦ Pine Bluffs

MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Joe Schaffer, President

DATE: August 20, 2014

SUBJECT: Contracting & Procurement Report

**TABLE I
ITEMS FOR BOARD APPROVAL**

Description	Department/Program Area	Funding Source
No report		

**TABLE II
PRE-APPROVED PURCHASES EXCEEDING \$12,500**

Description	Department/Program Area	Funding	Cost
PM Service for Elevators	Physical Plant	Current Fund	\$13,325.00
Desktop Computers for Campus Use	ITS	Current Fund	\$20,016.00
Microsoft Licenses	ITS	Current Fund	\$127,208.71
FY15 Insurance Fees	Admin & Finance	Current Fund	\$516,491.63
July Food Service Billing	Admin & Finance	Current Fund	\$27,176.00
Pay App – Gateway Entry Project	Physical Plant	** Plant Fund	\$259,054.69
Bucket Truck	Physical Plant	Current Fund	\$21,900.00
Bedding Materials	Ag, Equine and Rodeo	Current Fund	\$19,100.00
Annual dues for WACCT	President's Office	Current Fund	\$14,500.00
Pay App – IRC Roof Project	Physical Plant	** Plant Fund	\$54,850.00
CampusCruiser Annual Subscription	Integrated Technology	Current Fund	\$93,450.97
SmartNET Annual Maintenance	Integrated Technology	Current Fund	\$80,867.29

**TABLE III
SOLICITATION REQUESTS**

Description	Department/Program Area	Funding
Parking Lot Expansion	Physical Plant	Plant Fund
Employee Assistance Program	Human Resources	Current Fund

**TABLE IV
EXECUTED CONTRACTS**

Description	Department/Program Area	Funding Source
Debt Collection Services	Admin & Finance	Current Fund
Various Student Clinical Practicums	Health Science Programs	No Funding Involved
Course Design & Development	Academic Affairs	Current Fund
Concurrent and Dual Enrollment MOU	Outreach	No Funds Involved

* Major Maintenance Monies - Contingency Reserve

** Major Maintenance Monies

*** Capital Construction