



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

# MEMORANDUM

TO: Members of the Board of Trustees  
FROM: Dr. Joe Schaffer, President  
DATE: April 15, 2015  
SUBJECT: Contracting & Procurement Report

**TABLE I  
ITEMS FOR BOARD APPROVAL**

Description	Department/Program Area	Funding Source
None		

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

Description	Department/Program Area	Funding	Cost
Digital multi-Media press	Public Relations	Current Funds	\$17,130.92
My Math Lab Fees-Spring 2015	Academic Affairs	Current Funds	\$26,250.00
Pipe Cutting Systems	Academic Affairs	Grant Funds	\$15,528.00
Sodexo Fixed Compensation-February	Administration and Finance	Current Funds-Clearing	\$127,373.00
Drops for cameras	Information Technology	Multiple	\$14,300.00

**TABLE III  
SOLICITATION REQUESTS**

Description	Department/Program Area	Funding
Wayfinding and Signage	Facilities Operations	Plant Funds
Asphalt Crackfill, Sealcoat, Repair	Facilities Operations	Plant Funds
Concrete Repair	Facilities Operations	Plant Funds

**TABLE IV  
EXECUTED CONTRACTS**

Description	Department/Program Area	Funding Source
Various Clinical Agreements	Health Science Programs/Workforce Development	No Funds involved
Facility Rental Agreements	Academic Affairs	Current Funds
Various Service Agreements	Academic Affairs/Student Services/ Administration and Finance Services	Current Funds

\* Major Maintenance Monies - Contingency Reserve  
\*\* Major Maintenance Monies  
\*\*\* Capital Construction