



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

MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Joe Schaffer, President

DATE: August 19, 2015

SUBJECT: Procurement & Contracting Report

**TABLE I
ITEMS FOR BOARD APPROVAL**

Description	Department/Program Area	Funding Source
-------------	-------------------------	----------------

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

Description	Department/Program Area	Funding	Cost
Carnation Building Services – Res Hall janitorial	Resident Hall	Auxiliary	\$13,092.06
Structural Graphics – advertising product	Public Relations	Current	\$15,910.00
Higher One – campus lab modules	Student Services	Multiple	\$58,496.00
Intermountain Lock – door locks	Physical Plant	Mill Levy	\$69,988.86
iParadigms – Turnitin renewal	ITS	Current	\$15,579.00
Ellucian – renewal	ITS	Multiple	\$36,368.00
D2L Ltd – renewal	ITS	Current	\$129,438.50
CDW – adobe acrobat & CC renewal	ITS	Current	\$25,170.00
Blackboard – renewal	ITS	Current	\$18,742.50
Ices – HR office candidate tracking renewal	President	Current	\$12,678.72
Laramie Co Treasurer – Student Services permit fee	Physical plant	Plant	\$64,088.01
Arthur Gallagher – insurance fees	Admin/Finance	Current	\$471,467.00
ISC – cisco equipment	ITS	Multiple	\$115,457.70
ISC – cisco smartnet renewal	ITS	Current	\$52,139.69
ProQuest – library comprehensive package	Library	Federal	\$18,573.00
LCCC Foundation – quarterly invoice	Foundation	Current	\$76,500.00
SHI – MS campus renewal	ITS	Current	\$73,452.32
STC Construction – asphalt patching	Physical plant	Mill levy	\$13,204.20
Hobsons – Starfish early alert	ITS	Current	\$51,000.00
TimeCruiser – annual subscription	ITS	Current	\$94,288.00
Kone – elevator maintenance	Physical plant	Multiple	\$12,699.84

**TABLE III
SOLICITATION REQUESTS**

Description	Department/Program Area	Funding
South Irrigation Rehab – bid canceled	Physical Plant	Plant
Virtual Medical Office Labs	Student Services	Federal
Security camera install	Health Sciences	Current
Mower	Physical Plant	Current
Cisco Phones	ITS	current
Foundation Honor Roll	Foundation	Current
Equine Bedding	Agriculture	Current
Charter Trips	Athletics	Current

**TABLE IV
EXECUTED CONTRACTS**

Description	Department/Program Area	Funding Source
College Central Network – Career Services	Student Services	n/a
High Plains – landscape architect	Physical Plant	current
Phoenix Fire Protection – inspections	Physical plant	Current
Various – Educational Affiliations	Health Sciences	n/a

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