



LARAMIE COUNTY
COMMUNITY COLLEGE
Cheyenne ♦ Laramie ♦ Pine Bluffs

MEMORANDUM

TO: Members of the Board of Trustees

FROM: Dr. Joe Schaffer, President

DATE: December 7, 2015

SUBJECT: Recommendation to Procure a New Paint Booth for the Auto Body Building

In 2014 Robert Benning and Tim Macnamara worked together to assess the condition of the almost 30-year old Nova Verte automotive paint booth used in LCCC's Automotive Body Repair program. The review was generated by the fact that Nova Verte stopped manufacturing/supporting parts in 1998 and thus any parts needed to make repairs to the booth have to be custom fabricated. This was becoming increasingly expensive and beyond the available maintenance budget. The age of the booth makes it non-industry standard (meaning our students are not receiving the most current training needed) and some non-functioning aspects (the master control panel, air supply relays failing, excessive pressure opening booth doors) disrupt the paint process (sometimes irretrievably) and make the instructional process challenging. The booth is also in non-compliance with EPA rules.

The initial request for 2015-2016 LCCC one-time funds was declined due to the magnitude of the expense (\$168,000) in replacing the booth. Based upon the need to modernize the equipment in order to provide industry-standard CTE (Career and Technical Education) instruction, a request was made to the Wyoming Department of Education for Perkins support. Approval has been granted for approximately \$70,000 to cover the cost of purchasing the booth.

Because Perkins funds cannot be used for any infrastructure expenses (concrete work, venting ductwork etc.) necessary to install the booth, on September 15, 2015, information was sent to the Budget Resource Allocation Committee to request non-allocated, one-time funding to allow for monies to cover what the Perkins Grant will not fund. On September 30, 2015, the Budget Resource Allocation Committee approved to use up to \$98,000.00 of one-time funds, which are budgeted in One Mill for the installation of the paint booth.

After completing the engineering study process, on November 20, 2015, the College publicly solicited competitive bids for the purchase and installation of a new paint booth and removal of the existing paint booth. The bid was posted on www.PublicPurchase.com, was advertised in the legal section of the Wyoming Tribune Eagle on November 21 and 23, and was sent to eight companies. The timeline for this project is very short because of the lead-time requirement for the ordering of the new paint booth, LCCC's need to minimize class disruption, and the Perkins requirement that the booth be installed in the Spring semester to ensure that any expenditures benefit CTE students within the program year and that all expenditures be encumbered before June 30, 2016. The bid opening is December 10, 2015, at 3:00 p.m. and we request to award the bid on December 11, 2015, to the most responsive, low bidder.

I am, therefore, recommending:

That the Board of Trustees approves LCCC to contract to purchase and install a new paint booth and remove the existing paint booth.