



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

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# MEMORANDUM

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TO: Members of the Board of Trustees

FROM: Dr. Joe Schaffer, President

DATE: June 18, 2014

SUBJECT: Contracting and 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
Math Course Redesign services	Academic Affairs	Current Fund	\$25,000.00
HVAC Contract Services – CCI Bldg	Physical Plant	** Plant Fund	\$29,701.00
CampusLabs Research Modules	Institutional Effectiveness	Current Fund	\$49,487.00
Retention Management System	Student Services	Current Fund	\$53,500.00

**TABLE III  
SOLICITATION REQUESTS**

Description	Department/Program Area	Funding
Banking Services	Foundation	Current Fund

**TABLE IV  
EXECUTED CONTRACTS**

Description	Department/Program Area	Funding Source
Arena Facility Rental	Facilities and Events	Fee Contract
Early Retention System	Student Services	Current Fund

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