

**THE UNIVERSITY OF WYOMING
MINUTES OF THE TRUSTEES**

September 16, 1988

**For the confidential information
of the Board of Trustee**

THE UNIVERSITY OF WYOMING

Minutes of the Trustees

September 16, 1988

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except for:". Six exclusions are listed, items (a) through (f). Item (f) deals with the supplementary compensation an academic year appointee may earn during the period from spring commencement to fall registration. As written, the policy prohibits an academic year appointee from earning supplementary compensation for the whole summer period in two consecutive years. That is, the opportunity to earn one month's compensation is denied in the second year. This restriction is a negative incentive with regard to encouraging academic year employees to engage in projects supported by University grants, contracts, other University sources. This restriction is also a burden to the Payroll Office in terms of checking for violations.

Based on the Academic Issues Committee's recommendation, it was moved by Mrs. Kirk, seconded by Mr. Sharratt, and carried that Trustees of the University of Wyoming approve the revision to the Regulations of the Trustees, Chapter VII, Section 3, b. (1) (f) as shown below, effective October 1, 1988.

"(f) When approved by the appropriate University authorities, full-time employees on academic year appointments may earn up to 1/3 of their base salary for services rendered during the period from Spring commencement to Fall registration; ~~however, such employees normally may not earn salary for more than 23 months in any consecutive 24 month period.~~"

REPORT ON CREDIT EXTENSION
CLASSES, ACADEMIC YEAR 1987-88

Mrs. Kirk noted that as an item for information only, the following report on credit extension class enrollments for the academic year 1987-88 was presented to the Academic Issues Committee.

University of Wyoming credit extension class enrollments continue to set records in numbers of student enrollments and credit hours generated. In academic year 1987-88, 649 classes were offered in 54 Wyoming communities and seven other states for a total of 20,445 student credit hours. The increases are especially significant when decreases in Wyoming's population are taken into account. The state's population peaked in the early 1980's but has declined

steadily since that time. Comparisons for the past three record-setting years and academic year 1981-82 are reflected below.

| | <u>81-82</u> | <u>85-86</u> | <u>86-87</u> | <u>87-88</u> |
|------------------------|--------------|--------------|--------------|--------------|
| # Student Enrollments | 6,446 | 10,193 | 10,964 | 11,319 |
| # Student Credit Hours | 12,720 | 17,737 | 19,881 | 20,445 |
| # Wyoming Communities | 36 | 45 | 47 | 54 |

PHYSICAL PLANT AND
EQUIPMENT COMMITTEE

President Bussart called upon Chairman Chapin for a report from the Physical Plant and Equipment Committee meeting. Committee members Chapin, Hinckley, Kirk and ex officio members Bussart and Roark attended the committee meeting, along with other Trustees and University staff. Committee members Schuster and Sharratt joined the committee meeting at 11:30 a.m. Committee member Rochelle was not present. Based on the committee meeting, the following report and recommendations were presented to the full Board.

STOCK FARM: AGREEMENTS FOR
DESIGN, SURVEY AND GEOTECHNICAL
SERVICES

Vice President Baccari reviewed for members of the Physical Plant and Equipment Committee provisions of the 1988 Wyoming Legislative appropriation of \$150,000 to the University for the purpose of "acquiring designs and developing architectural and engineering plans and construction specifications for the future relocation and construction of the stock farm facilities and operations to a site donated to the University of Wyoming board of trustees by the city of Laramie." The Appropriations Act further provided that "construction bids shall be sought during 1988 with the bid opening timed such that the successful bidder is known prior to the 1989 legislative session." According to Mr. Baccari the University is now ready to issue contracts for professional services to develop and prepare architectural/engineering documents for bidding the relocation and construction of the stock farm.

The Facilities Planning Office and the Planning Committee for the Stock Farm advertised and received 13 responses of interest in providing architectural/engineering services, three responses of interest in providing geotechnical services, and six responses of interest in providing surveying services.

Mr. Baccari noted that the Committee reviewed all responses and selected, in regard to architectural/engineering services, three firms for further interview, including Gertsch/Baker from Laramie, Gorder/South Group from Casper and Kemper Architects from Cheyenne.

The selection of a firm for each area of professional services was based upon the qualifications of the firm, the firm's personnel, consultants to be retained by the firm, the past quantity and quality of work performed by the firm for the University, the firm's ability and commitment to completing the work based upon the University's schedule, the firm's commitment to the project and their residency in the State of Wyoming.

Based on the recommendations of the Physical Plant and Equipment Committee, it was moved by Mr. Chapin, seconded by Mr. Hinckley, and carried that Trustees retain the firms of Gorder/South Group for the architectural/engineering services, Chen and Associates, Casper, for the geotechnical services, and Hammond Land Surveying, Inc., Laramie, for the surveying services subject to receipt of an acceptable title report; that the contract for services with each firm be based on the industry's standard agreement; and that the Vice President for Finance be granted authorization to execute agreements for these professional services based on the industry's standard agreement. Included as Enclosure 1 blue, are the Responses of Interest received from each of the above firms.

EDUCATION BUILDING:
SELECTION OF ARCHITECTURAL/
ENGINEERING FIRM

Vice President Baccari told members of the Physical Plant and Equipment Committee that the 1988 Wyoming Legislature appropriated \$843,000 to remodel facilities housing the University School in the Education Building. The funds were provided in response to the University's request for \$1,498,500 to address safety and asbestos problems in this facility. The Legislature was able to fund only a portion of the University's request, and appropriated funds to correct the safety problems. The asbestos problems still exist, and it is anticipated that the 1989 Legislature will be asked to fund the additional amount necessary to correct this concern. In the meantime the University has advertised for professional services to address both the safety and asbestos problems.

The Facilities Planning Office and the Planning Committee for the Education Building Renovation advertised and received 10 responses of interest in providing the architectural/engineering services and two responses of interest in providing asbestos inspection and management planning.

In reviewing the submittals for the architectural/engineering services, each of the respondents has agreed to manage the services of an asbestos consultant. The Committee found that the respondents to the asbestos inspection and management planning request had teamed with an architectural firm. Therefore, the Committee combined the services and evaluated the architectural/engineering services with the qualifications of the asbestos consultant.

Vice President Baccari told members of the Physical Plant and Equipment Committee that the Committee for the Education Building Renovation reviewed all the responses and selected four firms to interview for the architectural/engineering/asbestos services; including Kemper Architects,

Cheyenne; C-H-D Architects, Cody; TSP Design Group, Sheridan; and Ira Blackwell, Architects, Cheyenne.

The evaluation of these firms was based upon qualifications of the firm, the firm's personnel, consultants to be retained by the firm, the past quality and quantity of work performed by the firm for the University, the firm's ability and commitment to completing the work based upon the University's schedule, the firm's commitment to the project and their residency in the state of Wyoming.

Based on the Physical Plant and Equipment Committee's recommendation, it was moved by Mr. Chapin, seconded by Mr. Updike, and carried that Trustees select Kemper Architects, Cheyenne, to provide professional services for the Education Building remodel; and that the Vice President for Finance be granted authorization to execute an agreement for services based on the industry's standard agreement.

WYOMING UNION REMODEL

Vice President Baccari reported to members of the Physical Plant and Equipment Committee that at the August 18, 1988 meeting of the Trustees, the Physical Plant and Equipment Committee was given an oral report updating them on the status of the proposal to establish a pizza/ice cream shop in the lower level of the Wyoming Union. It was reported that only one bid was received, and it was rejected. It was further reported that the Wyoming Union Board has developed an alternate plan for a Food Fair Mall, and an informal presentation of the design was made to the Committee. The Physical Plant and Equipment Committee was advised that a request to proceed with construction of the Food Fair Mall would be presented in September.

On the lower level of the Wyoming Union Building, outside the game room and bowling alley, exists a TV lounge, an open lounge with tables and an enclosed lounge (formerly ping pong room). These lounge areas combined will provide space for the construction of a Food Fair Mall consisting of three fast food

type kitchen fronts for pizza, ice cream and a delicatessen, along with a substantial eating area with tables and chairs.

The construction of the Food Fair Mall will update the electrical and mechanical systems within this area of the lower level of the Union. The intent of the architectural finishes is to provide a modern, somewhat neo-classical design that will add interest and attract the attention of the students and University public into the Union. This renovation will begin setting the stage for future renovations and addition to the Union complex.

Due to the fact that no satisfactory proposals were received for the originally planned pizza/ice cream parlor, which created a delay in developing the desired food service facilities in the Union, Mr. Baccari noted that the Wyoming Union Board requested that the Facilities Planning Office develop plans for the alternate Food Fair Mall proposal to establish the cost of the project and to expedite its completion. The Facilities Planning Office has negotiated agreements with Thomas Ricca and Associates, kitchen designer, and Gertsch-Baker and Associates, architect/engineer for the technical design and construction documents. These agreements have been executed and the construction documents are nearing completion.

The magnitude of the project includes new kitchens, associated new mechanical and plumbing systems, updating and increasing the electrical system, an air conditioning system and new finishes in the entire area. The construction costs, excluding the furnishings (tables and chairs) but including the kitchen equipment, is approximately \$200,000. The design fees are \$22,500.

Based on the recommendation of the Physical Plant and Equipment Committee, it was moved by Mr. Chapin, seconded by Mrs. Kirk, and carried that Trustees approve the construction of the Wyoming Union Food Fair Mall on the lower level of the Wyoming Union, and that the Physical Plant and Equipment Committee recommend approval of the project to the Budget Committee for construction funding.

PROGRESS REPORTS AND
CHANGE ORDERS

As a matter of information only, Progress Reports and Change Orders were provided to the members of the Physical Plant and Equipment Committee.

PERSONNEL COMMITTEE

President Bussart called upon Chairman Updike for a report on the Personnel Committee meeting. Committee members Updike, Chapin, Hinckley, Schuster, and ex officio members Bussart and Roark attended the Personnel Committee meeting, along with other Trustees and University staff. Committee member Mickelson was not present. Based on recommendations of the Personnel Committee, Mr. Updike moved approval of the following appointments; clinical faculty appointments; administrative appointments; reappointments; and leave of absence. The motion was seconded by Mr. Hinckley, and it carried.

APPOINTMENTS

The following appointments were approved under the conditions cited.

COLLEGE OF AGRICULTURE

1. David E. Legg as Assistant Professor of Plant, Soil, and Insect Sciences, effective August 15, 1988 at an annual (11-month) salary rate of \$36,000. This is a tenure track appointment.

COLLEGE OF ARTS AND SCIENCES

2. Benito M. Chen as Visiting Associate Professor of Mathematics, effective August 22, 1988 at an annual (9-month) salary rate of \$43,008. This is non-tenure track appointment.
3. Richard T. Green as Assistant Professor of Political Science, effective August 22, 1988 at an annual (9-month) salary rate of \$26,256. This is a tenure track appointment.

4. William J. Gribb as Supply Assistant Professor of Geography and Recreation, effective August 22, 1988 at an annual (9-month) salary rate of \$26,004. This is a non-tenure track appointment.
5. Patricia J. Hamel as Visiting Assistant Professor of Modern and Classical Languages, effective August 22, 1988 at an annual (9-month) salary rate of \$25,008. This is a non-tenure track appointment.
6. Rebecca J. Hilliker as Assistant Professor of Theatre and Dance, effective August 22, 1988 at an annual (9-month) salary rate of \$27,504. This is a tenure track appointment.

7. Gail Reitenbach as Visiting Assistant Professor of English, effective August 22, 1988 at an annual (9-month) salary rate of \$24,000. This is a non-tenure track appointment.
8. Shyh-Chang Su as Assistant Professor of Computer Science, effective August 22, 1988 at an annual (9-month) salary rate of \$40,500. This is a tenure track appointment.
9. Scott E. Zasadil as Assistant Professor of Mathematics, effective August 22, 1988 at an annual (9-month) salary rate of \$34,008. This is a tenure track appointment.

COLLEGE OF COMMERCE AND INDUSTRY

10. Kwangsoo Ko as Lecturer of Business Administration, effective August 22, 1988 at an annual (9-month) salary rate of \$48,000. This is a non-tenure track appointment.
11. Don M. Parks as Assistant Professor of Business Administration, effective August 22, 1988 at an annual (9-month) salary rate of \$44,004. This is a tenure track appointment.

COLLEGE OF EDUCATION

12. Thomas S. Kite as Assistant Professor of Curriculum and Instruction, effective August 22, 1988 at an annual (9-month) salary rate of \$30,000. This is a tenure track appointment.
13. Johanna Nel as Temporary Assistant Professor of Educational Foundations and Instructional Technology, effective August 22, 1988 at an annual (9-month) salary rate of \$24,000. This is a non-tenure track appointment.
14. Linda L. Taylor as Lecturer of Curriculum and Instruction/University School, effective August 22, 1988 at an annual (9-month) salary rate of \$23,004. This is non-tenure track appointment.
15. Janet K. Winter as Lecturer of Vocational Education, effective August 22, 1988 at an annual (9-month) salary rate of \$24,000. This is a non-tenure track appointment.

COLLEGE OF ENGINEERING

16. Dennis N. Coon as Assistant Professor of Mechanical Engineering, effective October 1, 1988 at an annual (9-month) salary rate of \$38,004. This is a tenure track appointment.

COLLEGE OF HEALTH SCIENCES

17. Douglas A. Bright as Assistant Professor and Team Leader of Family Practice/Cheyenne, effective August 19, 1988 at an annual (11-month) salary rate of \$68,904. This is a tenure track appointment.
18. Daniel Girdano as Lecturer of Physical and Health Education, effective August 22, 1988 at an annual (9-month) salary rate of \$32,040. This is a non-tenure track appointment.

19. Mary C. Marks as Assistant Professor of Physical and Health Education, effective August 22, 1988 at an annual (9-month) salary rate of \$27,000. This is a tenure track appointment.
20. Katherine A. Marquis as Assistant Professor of Nursing, effective August 22, 1988 at an annual (9-month) salary rate of \$35,004. This is a tenure track appointment.
21. Holly K. Miller as Supply Instructor of Nursing, effective August 15, 1988 at an annual (9-month) salary rate of \$24,000. This is a non-tenure track appointment.
22. Kerri J. Vandell as Assistant Professor of Clinical Pharmacy, effective August 1, 1988 at an annual (11-month) salary rate of \$36,000. This is a tenure track appointment.

COLLEGE OF LAW

23. Suzanne M. Leary as Assistant Professor of Law, effective August 15, 1988 at an annual (9-month) salary rate of \$25,008. This is a tenure track appointment.

CLINICAL FACULTY
APPOINTMENTS

The clinical faculty appointments in support of student programs in the School of Human Medicine for a three-year period effective September 1, 1988 were approved. The clinical faculty appointments list is included as Enclosure 2 yellow.

ADMINISTRATIVE
APPOINTMENTS

The following administrative appointments were approved as indicated.

COLLEGE OF ARTS AND SCIENCES

1. William Bridges, Jr. as Head of the Department of Mathematics and Professor of Mathematics for a three-year period effective August 8, 1988.

2. John D. Dorst as Assistant Professor of English and Acting Director of American Studies for the 1988-89 academic year while Eric Sandeen, Director, American Studies is on sabbatical leave.

3. Duncan S. Harris as Associate Dean of the College of Arts and Sciences and Associate Professor of English for a three-year period, effective August 1, 1988 at an annual (11-month) salary rate of \$49,944.

4. Katherine R. Jensen as Associate Dean of the College of Arts and Sciences and Associate Professor of Sociology for a three-year period, effective August 1, 1988 at an annual (11-month) salary rate of \$44,808.

REAPPOINTMENTS

The following reappointments were approved for the 1988-89 academic year, or as otherwise

noted.

| <u>Name</u> | <u>Department</u> | <u>Academic Rank</u> |
|---|-------------------------|------------------------------------|
| <u>COLLEGE OF AGRICULTURE</u> | | |
| Turner, M. Jean (7/1/88-6/30/89) | Home Economics | Supply Instructor |
| <u>COLLEGE OF ARTS AND SCIENCES</u> | | |
| Arnold, Mark G. | Computer Science | Lecturer |
| Bucher, Gerald | Computer Science | Supply Assistant Professor |
| Nelson, Jane V. | English | Visiting Assistant Professor |
| <u>COLLEGE OF COMMERCE AND INDUSTRY</u> | | |
| Hartman, Cathy L. | Business Administration | Visiting Instructor |

| | | |
|--------------------|-------------------------|-----------------------------------|
| Mitchell, James B. | Business Administration | Adjunct Assistant Professor |
|--------------------|-------------------------|-----------------------------------|

COLLEGE OF EDUCATION

| | | |
|--------------------|----------------------------|-------------------------------------|
| Basom, Margaret R. | Curriculum and Instruction | Temporary Assistant Professor |
|--------------------|----------------------------|-------------------------------------|

| | | |
|------------------|----------------------|----------|
| Schimek, Alan H. | Vocational Education | Lecturer |
|------------------|----------------------|----------|

LEAVE OF ABSENCE The following leave of absence without pay was granted for the period and under the conditions cited.

1. Robert Points, Professor of Curriculum and Instruction, for the period August 22, 1988 through August 23, 1989, for health reasons.

PART-TIME APPOINTMENTS As a matter of information only, the part-time appointments were reported to the Trustees.

RESIGNATIONS The following resignations were acknowledged by the Trustees.

1. Alfred A. Arth, Professor of Curriculum and Instruction, May 15, 1988.
2. Mary Jane Cowles, Assistant Professor of Curriculum and Instruction/University School, May 15, 1988.
3. Larry L. Irwin, Associate Professor of Zoology and Physiology, May 15, 1988.
4. Roberto A. Mena, Professor of Mathematics and Head of the Department of Mathematics, August 5, 1988.
5. Sid L. Moller, Assistant Professor of Law, December 21, 1988.
6. Richard Oliver, Lecturer of Computer Science, May 15, 1988.

7. Jan F. Scholl, Associate Professor of Cooperative Extension Service, August 31, 1988.

It was noted that one faculty member left the institution to pursue educational advancement. One faculty member left the institution to accept a position in the private sector because of the opportunity of conducting more research. Five faculty members left the institution to accept positions at other academic institutions: one left because of perceived confusion and upheaval in the department and college, one left because of regional preference and received a 10% salary increase but less benefits, and three left for personal reasons--two received a salary increase.

CORRECTION OF FACULTY
CONTRACT APPOINTMENT

At the August 18, 1988 Trustee meeting, Kim D. Basham was appointed as an Assistant Professor of Civil Engineering on an 11-month basis. It should be noted this appointment is on a 9-month basis.

BUDGET COMMITTEE

President Bussart called on Acting Chairman Dray for a report from the Budget Committee meeting. Committee members Dray, Chapin, Kirk, Schuster, Sharratt and ex officio members Bussart and Roark attended the committee meeting, along with other Trustees and University staff. Chairman Schutte and committee member Mickelson were not present. Based on the committee meeting, the following report and recommendations were presented to the full Board.

AUTHORIZATION OF TRUSTEES'
REPRESENTATIVE TO ACQUIRE
SURPLUS PROPERTY

Vice President Baccari told members of the Budget Committee that the Wyoming Surplus Property Program, which is located in Cheyenne, is responsible for distributing federal, as well as state, surplus property to certain tax-supported or tax exempt institutions within this region. Most of the property is federal surplus, which is generated by military bases and federal offices throughout this area. This property is sold at a cost of about 10% of the original price

of each item. The price charged is a service charge assessed by Wyoming Surplus Property, and the revenues collected cover the operating expenses of the program.

Mr. Baccari noted that the University spends about \$1,000 per month for surplus property, which equates to an annual equipment acquisition value of \$120,000. Some of the property is in like new condition, but all property is offered "AS IS," without warranty of any kind. All property must be put into use within twelve (12) months and cannot be sold, transferred, or cannibalized for at least twelve (12) months without prior approval.

In the case of the University, the State of Wyoming requires the Governing Board's designation of persons authorized to be its representatives to acquire surplus property. At the present time 162 University employees have been issued letters of authorization by the Trustees' designated representative. This authorization, which is updated annually, allows the individuals to visit Wyoming Surplus Property and to purchase needed items. Many of the University's departments in the physical sciences area visit the facility regularly and benefit substantially by the economical acquisition of sound, usable equipment.

Due to personnel turnover, it is necessary to update the Trustees' designation of persons authorized to be its representatives to acquire surplus property.

Based on the Budget Committee's recommendation, it was moved by Mr. Dray, seconded by Mr. Updike, and carried that Trustees of the University of Wyoming designate the following persons as Trustee representatives for the purpose indicated:

Daniel L. Baccari, Vice President for Finance

Thomas K. Anderes, Deputy to the Vice President for Finance

Larry T. Wilkey, Manager, Purchasing

AUTHORIZATION TO
EXPEND WYOMING UNION
FUNDS

Vice President Baccari reported to members of the Budget Committee that the Wyoming Union Board is seeking permission to expand the Union's food service offerings by constructing a "Food Fair Mall," and to fund this project by borrowing from Union reserves and using student fees.

As has been reported in the past, several recent studies and reports, including those of the Centennial and CURE committees, have indicated a need to improve the facilities and services provided by the Union.

To accomplish this task, the Wyoming Union Board has designed a phased development program to take place over the next five years. The first phase included relocation of offices, allowing the Union administrative area to be vacated and made available for leased space. This has been leased by the University Bookstore and new stores will be opened this fall. Also included in the first phase were plans for additional food service to be provided by bidding space to a private enterprise to operate in the Union. Approval to solicit proposals was given by the University of Wyoming Trustees at their March 24-25 meeting. According to Vice President Baccari on June 1, 1988, the Wyoming Union Board rejected the only private enterprise bid submitted for the pizza/ice cream business and, as an alternative, approved a proposal for the Union food service to develop a pizza, deli, ice cream food fair concept.

The project will develop a "Pizza, Deli, Ice Cream Food Fair" concept in an area located in the original section of the Union and encompasses what is presently a TV lounge, a vending area, and a room used for food service seating and catering purposes. Plans call for constructing and furnishing food fair facility consisting of individual food operations for pizza, deli and ice cream shops with a common seating area.

The Wyoming Union Board in coordination with the University Facilities planning Office retained Thomas Ricca Associates to develop design plans and specifications for the project. Gertsch-Baker and Associates then were retained to provide the architectural/engineering services.

Mr. Baccari said that proposed financing for this project would come from the following: borrow \$110,000 from the Wyoming Union Reserves account (present balance \$117,222), and use income from the recently approved increase in Wyoming Union fees (\$15/semester per full-time student) that is specifically ear-marked for the renovation and construction of Union facilities, and five percent of present Union Student Fees dedicated to Union development projects.

The \$15 renovation/construction fee will be collected for the first time Spring Semester of 1989, while the five percent of the present fee would be collected Fall Semester 1988 and Spring Semester 1989.

Proposed total funds:

| | |
|----------------------------------|---------------|
| Union Reserve | \$110,000 |
| \$15 Renovation/Construction Fee | 125,600 |
| Five Percent of Present Fee | <u>20,050</u> |
| Total available by January 1989 | \$255,650 |

The funding provided would be expended for construction costs, \$200,000; design fees, \$22,500; and furnishings, \$33,150.

The \$110,000 to be borrowed from the Wyoming Union reserve will be repaid from the collection of the new \$15 earmarked fee. Repayment will be made as soon as possible after the payment of construction costs for the "Food Fair Mall," and should be complete after collection of fees for the 1989 fall semester.

Based on the recommendation from the Budget Committee, it was moved by Mr. Dray, seconded by Mrs. Kirk, and carried that Trustees of the University of Wyoming grant authorization to the Wyoming Union Board to expend up to \$255,650

as proposed for the construction and furnishing of the "Food Fair Mall" in the Wyoming Union.

ACCEPTANCE OF CONTRACTS,
GRANTS, GIFTS, SCHOLARSHIPS

It was moved by Mr. Dray, seconded by Mr.

Urdike, and carried that Trustees of the

University of Wyoming accept contracts and grants in the amount of \$1,895,068 for the period July 30, 1988 through August 26, 1988; and gifts and scholarships in the amount of \$103,312.80 for the period July 19, 1988 through August 25, 1988.

COMMUNITY COLLEGE RELATIONS
COMMITTEE

President Bussart called upon Chairman

Sharratt for a report from the Community

College Relations Committee. Committee members Sharratt, Chapin, Dray, Hinckley, Kirk, Miracle, and ex officio members Bussart and Roark attended the committee meeting, along with other Trustees and University staff. Based on the committee meeting, the following report was presented to the full Board.

VISITATION WITH MEMBERS OF
THE UNIVERSITY OF WYOMING/
CASPER COLLEGE UPPER DIVISION
ADVISORY COUNCIL

Mr. Sharratt welcomed Dr. Greg Sojka, Dean
of the University of Wyoming/Casper College

Upper Division Center, to the Trustees'

meeting. Dean Sojka introduced Mr. Bob McCrary, Casper College Trustee and member of the University of Wyoming/Casper College Upper Division Advisory Council and Dr. Lester Vierra, President of Casper College and ex officio member of the University of Wyoming/Casper College Upper Division Advisory Council, to members of the Community College Relations Committee.

Dean Sojka told members of the Community College Relations Committee that 520 students enrolled at the University of Wyoming/Casper College Upper Division Center for Spring Semester 1988. He noted that of those 520 students, 270 are returning students (part-time; 68% female, 36 years old); 120 are continuing students (full time; 62% female, 29 years old); and 130 are Casper College students enrolled in University of Wyoming classes.

Dean Sojka discussed with members of the Community College Relations Committee the University of Wyoming/Casper College Center enrollment trends for fall 1986 through fall 1988.

Dr. Vierra noted that based on his experience, the University of Wyoming/Casper College partnership is one of the best working relationships he has encountered. He said he believes it to be well thought out and well planned. He described it as an open attempt to try to do something positive for students. Dr. Vierra said the University of Wyoming and the Board of Trustees are to be commended in making these kinds of educational experiences available to people who cannot attend class on the University campus. Dr. Vierra told members of the Community College Relations Committee that he is looking forward to continued positive working relationships.

Mr. McCrary expressed his belief that the University of Wyoming/Casper College Upper Division Center is now a successful program enjoying growth patterns. He said the Board members of both programs share enthusiasm for the program. Mr. McCrary said he appreciated the opportunity to attend the meeting of the Community College Relations Committee.

President Bussart noted that the University of Wyoming Board of Trustees is tentatively scheduled to hold its March 1989 meeting in Casper, Wyoming, which would afford an opportunity for the two Boards to meet together.

NEW BUSINESS

President Roark mentioned to Trustees that there has been interest expressed in holding Trustee meetings in various locations around the state. Mr. Vern Shelton has prepared a list of possible meeting sites over the next few years, and President Roark asked the Trustees to review the list and direct comments to Mr. Shelton.

Mr. Updike said concern was expressed in a recent meeting with the Alumni Association that they have not been invited to attend Trustee meetings. It was suggested that a letter be sent inviting and encouraging members of the Alumni Association, Cowboy Joe Club, and other presidents or representatives of organizations to attend Trustee meetings.

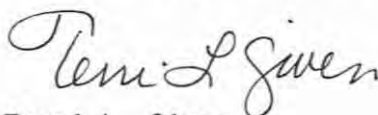
President Bussart reminded Trustees of President Roark's State of the University Address to be held following the Trustees' meeting at 4:15 p.m. at the Arts and Sciences Auditorium.

ANNOUNCEMENT AND DATE
OF NEXT MEETING

The next meeting of the Trustees is scheduled
for October 21, 1988 at Western Wyoming

College in Rock Springs, Wyoming. It was noted that the January 1989 meeting is tentatively scheduled for Cheyenne, Wyoming and the March 1989 meeting is tentatively scheduled for Casper, Wyoming. There being no further business to come before the Trustees, the meeting was adjourned at 2:50 p.m.

Respectfully submitted,



Terri L. Given
Deputy Secretary



Gorder|South Group



August 18, 1988

Mr. Roger Baalman, AIA
 Director Facilities Planning
 211 Merica Hall
 University of Wyoming
 Laramie, Wyoming 82071

Dear Roger:

Enclosed find our response of interest for Architectural and Engineering services for the University Stock Farm.

Our experience designing the Animal Science/Molecular Biology Center gives our firm an insight on this type of facility which will be to the owners advantage. Phase II of the Animal Science Center, which has been designed, contains similar needs of this project such as: laboratories, research areas and animal holding pens. During the design of the project, we relied heavily on the expertise of the faculty which is how we would approach this project. It also would be our suggestion to visit some similar projects with the faculty before we started the design phase. This was done for the Animal Science/Molecular Biology Center and it proved invaluable for all of us.

It has been an honor and pleasure for us to work for the University of Wyoming in the past. We appreciate this opportunity to again be considered.

Sincerely,

Bob South
 Architect

The following is in response to your request for information as outlined in your legal advertisement.

1. Firm name, business address, telephone numbers

Gorder/South Group, P.C.
606 South David
Casper, Wyoming 82601
(307) 234-8968

2. Personnel, personnel qualifications to be assigned to the project

Personnel

Bob South, Architect
Ken Gorder, Architect
Jim Thomas, Architect
Tim Schenk, Architect
Grady Davis, Draftsman
Shannon McCumber, Secretary

Personnel qualifications to be assigned to the project

Bob South, Principal in charge of project

1. Architectural experience 24 years
2. Registered architect 19 years
3. Managed and designed many of Gorder/South Group projects
4. Principal in charge of Animal Science/Molecular Biology Center

Tim Schenk, Construction Documents

1. Architectural experience 11 years
2. Registered architect 2 years
3. In charge of Gorder/South Group construction documents and computer aided drafting system.

3. Consultants name, business address, phone number, personnel, personnel qualifications to be assigned to the project

Mechanical and Electrical Engineering

Patterson, Weber and Associates, P.C.
437 South Spruce
Casper, Wyoming 82601
(307) 266-5033

Personnel

Harry Patterson, Mechanical Engineer
Duane Weber, Mechanical Engineer
Duane Shofstall, Electrical Consultant

Personnel qualifications to be assigned to the project

Duane Weber, Principal in charge, mechanical engineering

1. Engineering experience 18 years
2. Registered mechanical engineer 14 years
3. Responsible for the mechanical design of the Campbell County Fairgrounds (Complex) stock exhibit barns, horse corrals, and horse race track, the Casper College Agricultural Pavilion Facility and the Sweetwater County Fairground's horse barns. The projects included washing areas, stock-quartering and show areas.

Duane Shofstall, Principal in charge, electrical engineering

1. Electrical consultant 26 years
2. Responsible for the electrical design of the Campbell County Fairgrounds (Complex) stock exhibit barns, horse corrals, and horse race track, the Casper College Agricultural Pavilion Facility and the Sweetwater County Fairground's horse barns. The projects included washing areas, stock-quartering and show areas.

Structural Engineering

Harrison and Bay, P.C.
2225 CY Avenue
Casper, Wyoming 82604
(307) 234-8968

Personnel

Bill Harrison Structural Engineer
Dennis Bay, Structural Engineer

Personnel qualifications to be assigned to the project

Bill Harrison, Principal in charge, Structural Engineering

1. Engineering experience 38 years
2. Registered structural engineer 33 years

Civil Engineering

Worthington, Lenhart, Carpenter and Johnson, Inc.
632 South David Street
Casper, Wyoming 82601
(307) 266-2524

Personnel

Maynard Johnson, Licensed Surveyor
Brad Clow, Licensed Surveyor
Doran Boston, Engineer in Training

Terry Titus, Civil Engineer
Steve Kurtz, Planner
plus Additional 12 employees

Personnel qualifications to be assigned to the project

Terry Titus, Principal in charge

1. Engineering experience 14 years
2. Registered engineer 9 years
3. Experienced in all phases of engineering requirements for this project.

4. Listing of similar projects, both successful and not too successful, with references, business address and reference phone numbers

1. Animal Science/Molecular Biology Center

Dr. Colin C. Kaltenbach, Associate Dean
Director Ag Experiment Stations
1858 North 15th. Street
Laramie, Wyoming 82071
307-766-3667

This Project was designed in three phases with Phase One now complete. Phase Two is to be attached to the north side of the building. Phase Three is a Livestock Teaching Arena. Phase Two, which has been designed and detailed will contain an animal holding complex, and research laboratories for the discipline of animal breeding, nutrition, physiology, and wool. Some of these disciplines are similar to areas that are being considered for the University Stock Farm. The Livestock Teaching Arena was programmed and designed and would contain a large floor area for classroom instruction involving animals. It would also be used for producer-oriented field days, livestock shows, sales and training programs, and livestock judging contests, and intercollegiate rodeo. Animal holding areas and a large seating area complete the needs. A covered walkway would link the building with Phase Two. This arena contains similar types of areas being considered for the University Stock Farm.

5. Willingness to commit personnel and equipment to meet designated time schedule

Our staff of four registered architects plus a draftsman are committed to meet your designated time schedule.

6. Volume of work previously awarded to the firm by the University

1. Addition and Remodeling of the Half-Acre Gymnasium

\$1,535,000.00 Construction completed in 1980

2. Animal Science/Molecular Biology Building

\$9,362,551 Planning started 1979. Construction completed 1987

7. Present volume of work and anticipated completion dates

| <u>Project</u> | <u>Construction Cost</u> | <u>Completion Dates</u> |
|--|------------------------------|---|
| 1. Wyoming Medical Center Stair & Elevator Tower Casper, Wyoming | \$1,001,000 | Construction complete July 1989 |
| 2. Addition and Renovation to Goodstein Library Casper College Casper, Wyoming | \$1,700,000 | Construction complete October 1989 |
| 3. Nicolaysen Art Museum Casper, Wyoming | \$2,300,000 | Construction Documents complete October 1988 |
| 4. Goodstein Library at Casper College Furniture Furniture & Equipment Casper, Wyoming | \$ 200,000 | Design started. Bid documents complete by October 1988 |
| 5. Laramie County School District #1 Asbestos Inspection Cheyenne, Wyoming | | Inspection complete September 1988 |
| 6. St. Anthony's School Asbestos Inspection and Management Plan, Casper, Wyoming | | Inspection complete September 1988 Management Plan complete Oct. 1, 1988 |
| 7. Johnson County School District #1 Asbestos Inspection Management Plan Buffalo, Wyoming | | Inspection Complete September 1988 Management Plan complete October 1988 |
| 8. Converse County School District #1 Management Plan Glenrock, Wyoming | | Plan complete by October 1, 1988 |
| 9. Fremont County School District #24 Management Plan | | Plan Complete by October 1, 1988 |
| 8. Availability of equipment for Geotechnical Services. | | |

Not applicable.

9. Description of intended compensation (fixed fee, hourly rates not to exceed, etc.). Do not provide a fee or fee schedule.

Design Phase:

Hourly fee plus expenses with maximum upset fee.

Budget determined and approved by Owner during this phase.

Construction Document, Bidding and Construction Administration Phases

Fixed fee based on approved budget determined at Design Phase. Credit for compensation paid for Design Phase.

10. Can Professional Liability Insurance be obtained?

We carry Professional Liability Insurance with CNA.



Chen & Associates
Consulting Engineers and Scientists

605 North Warehouse Road
Casper, Wyoming 82601
307/234-2126

Colorado Springs
Denver
Ft. Collins
Glenwood Springs
Phoenix
Rock Springs
Salt Lake City
San Antonio

August 18, 1988

Subject: Qualifications for Providing Professional Geotechnical Engineering and Consulting Services for the University Stock Farm Project, University of Wyoming, Laramie, Wyoming

Mr. Roger J. Baalman, Director
Facilities Planning
211 Merica Hall
University of Wyoming
Laramie, Wyoming 82071

Dear Mr. Baalman:

Chen & Associates, Inc. is pleased to submit our qualifications for the University of Wyoming, University Stock Farm Project, Laramie, Wyoming.

As requested by the Request for Interest listed in the Casper Star Tribune, dated August 2, 1988, our Statement of Qualifications has been prepared to address our firm name, address, phone number, geotechnical services and capabilities to complete the project requirements, schedule, volume of work previously completed for the University of Wyoming, a listing of similar project experience, availability of personnel and their qualifications, description of intended compensation, and reference to professional liability insurance.

We believe Chen & Associates is well qualified to provide geotechnical services for this project because:

- . Chen & Associates has proven performance on similar projects for the University of Wyoming.
- . Chen & Associates is familiar with the geotechnical and subsurface conditions in the Laramie area.
- . Chen & Associates has a proven record of accomplishing work in a timely manner within a stated budget as demonstrated by repeat clientele and significant growth.

A summary of our qualifications to provide geotechnical professional engineering services is attached. If more specific information is or further discussion of our qualifications are necessary, please call.

Sincerely,

CHEN & ASSOCIATES, INC.

BY


Kenneth E. Tenme, P.E.

KET:bec
Enclosures

QUALIFICATIONS

Firm Name, Address and Phone Number

Chen & Associates, Inc.
605 North Warehouse Road
Casper, Wyoming 82601
(307) 234-2126

Geotechnical Services Capabilities

Chen & Associates, Inc. is a full-service consulting engineering firm offering services in all phases of geotechnical engineering, materials testing, and construction engineering/inspection. The firm was founded in 1961 in Denver, Colorado and today has a staff of over 200 registered and graduate engineers, geologists and technicians in nine cities throughout the Rocky Mountain and Southwest Regions that have successfully completed more than 37,000 projects over the past 26 years.

As a full-service consulting engineering firm, we are capable of providing the following geotechnical services: soil and foundation studies and reports; contract drilling including soil sampling and installation of ground-water monitoring wells; mining services; site investigations through post operation reclamation; hydrocarbon assessments, ground-water studies including identification and control of ground water; soil percolation rates; recommendations for septic systems and/or ponds; waste management; surface hydrology; compaction grouting; permitting; pavement design management and rehabilitation; and development of design drawings and specifications. The depth of qualified and available personnel, equipment and facilities is capable of supporting project requirements, scope of work expansions or schedule accelerations required. Our work is performed and documented under the supervision of a professional registered engineer in the state where the work is performed.

The firm has complete in-house geotechnical engineering capabilities. Investigations are conducted by continuous flight auger, hollow stem auger, rotary and diamond coring, and percussion drilling techniques. Samples are

obtained by standard split-spoon, California, Shelby tube, Denison, coring and other methods. In situ testing methods are used when applicable.

Chen & Associates maintains laboratories for the testing of soil and materials at each office. Our laboratory facilities include equipment for routine and special testing of soil, rock and materials. All laboratory testing is conducted in accordance with our in-house Laboratory Quality Control Manual, American Society for Testing and Materials (ASTM), and American Concrete Institute (ACI) procedures.

Field and laboratory data are analyzed by project supervisors and engineers. Review and consultation by principal and senior engineers provides a means of quality control for each project. Investigation reports are presented by discussing the analysis and presenting conclusions and recommendations.

Chen & Associates is staffed with qualified field and laboratory personnel to provide a complete scope of construction observation and materials testing services for various size projects. These services include testing of soils, soil corrosion, aggregates, concrete, masonry, asphalt, steel and other materials; and observation of foundation conditions, caissons, piling, earth placement, paving, prestressing, roofing and grouting.

Our objective is to provide our clients with the highest quality engineering, construction observation and materials testing services available. We are dedicated to providing these services while developing a close professional relationship with our clients in order to fulfill their needs in a timely manner and within a stated budget.

Schedule

The project can be given immediate consideration upon contract award. We have reviewed our staff requirements for this project in light of our existing and anticipated contracts, and we will be able to initiate the work upon receiving written notice to proceed. We can begin the field

investigation within seven working days after receiving written notice to proceed. Preliminary design recommendations can be made available to the design team. We are capable of adding staff or accessing staff from our other offices to meet project time schedules. All of the work for this project will be done by our staff in the Casper, Wyoming office.

Previous Work Completed for the University of Wyoming

Chen & Associates has conducted over 25 different soil and foundation investigations for the University of Wyoming for various building projects on the University campus. This work dates back to the soil and foundation investigation conducted for the dormitory buildings at Grand and 15th Street to the recent College of Engineering addition and auditorium arena projects. A list of the various projects which we have completed for the University of Wyoming is attached in Appendix "A".

Similar Project Experience

Chen & Associates has conducted numerous projects which are similar in project requirements as requested under this invitation. Significant projects recently completed are listed in Appendix "B".

Personnel

Mr. Kenneth E. Tenme is the office manager and will be designated Project Manager responsible for directing the study to its successful completion. Mr. Tenme has been in the Casper office since 1976 and has been involved in all of the University of Wyoming projects Chen has completed since 1976. Mr. Tenme will communicate directly with personnel with the University to transmit information and to coordinate activities. Mr. Michael Staffileno will serve as Project Engineer for the project and will be directly in charge of the field investigation and laboratory work and initial report preparation. These two individuals have served in these capacities for a number of jobs similar to the subject project and have demonstrated their ability to successfully complete this project within the

allotted time frame and budget. Resumes of these two individuals are attached in Appendix "C".

Compensation

We propose to conduct the scope of work as presented in the Request for Interest under an hourly rate, not to exceed, price structure. Our hourly rates will be charged in accordance with our standard fee schedule which can be submitted upon request.

Professional Liability Insurance

Chen & Associates carries professional liability insurance. A certificate of our insurance can be provided upon request.

APPENDIX "A"

SUMMARY OF WORK COMPLETED WITH THE UNIVERSITY OF WYOMING

College of Engineering Addition,
University of Wyoming, Laramie, Wyoming

Agricultural Building Addition,
University of Wyoming, Laramie, Wyoming

Vestibule Addition, University of
Wyoming, Laramie, Wyoming

Soil and Foundation Investigation for
the Proposed Animal Science Center to
be located north of the Sports Arena,
University of Wyoming, Laramie, Wyoming

Geotechnical Investigation for Proposed
Fired, Central Heating & Chilled Water
Plant & Support Facilities at the
University of Wyoming, Laramie, Wyoming

Soil and Foundation Investigation for
the Proposed Additions to the Existing
Engineering & Agricultural Buildings,
University of Wyoming, Laramie, Wyoming

Soil and Foundation Investigation for
Proposed Three Residence Halls, Grand
Avenue and 15th Street, University of
Wyoming, Laramie, Wyoming

Soil and Foundation Investigation for
Proposed Addition to the Educational
Building, University of Wyoming,
Laramie, Wyoming

Pier Inspection for Proposed Dormitory
Building, University of Wyoming
Laramie, Wyoming

Soil and Foundation Investigation for
Fine Arts Building, University of
Wyoming, Laramie, Wyoming

Pier Inspection of the Fine Arts
Building, University of Wyoming Campus,
Laramie, Wyoming

Soil Investigation for the Proposed
Gymnasium Floor Pavement in the
Existing Armory Building, University of
Wyoming Campus, Laramie, Wyoming

Soil and Foundation Investigation for
the Proposed U.W. Student Union
Addition, Laramie, Wyoming

Pier Inspection at the Addition to
the Student Union, University of
Wyoming Campus, Laramie, Wyoming

Soil and Foundation Investigation for
the Proposed Health, Recreation and
Physical Plant, University of Wyoming
Campus, Laramie, Wyoming

Soil and Foundation Investigation for
the Proposed Law Building, University
of Wyoming Campus, Laramie, Wyoming

Soil and Foundation Investigation for
the Proposed Physical Metabolism
Facilities, Univ. of Wyoming Dairy
Farm Land, West of Laramie, Wyoming

Soil and Foundation Investigation for
Proposed Reconstruction of the
Football Stadium, University of
Wyoming, Laramie, Wyoming

Pier Inspection at University of
Wyoming Stadium Addition, Laramie,
Wyoming

Pier Inspection for Stage Two
Expansion, War Memorial Stadium,
University of Wyoming, Laramie,
Wyoming

Geotechnical Investigation for the
Proposed Athletic Facilities at the
Unv. of Wyoming, Laramie, Wyoming

Pier Inspection for the Half Acre
Gym, University of Wyoming, Laramie,
Wyoming

Geotechnical Investigation for
Proposed Wind Turbine to be
constructed on the Unv. of Wyoming
Diary Farms, Laramie, Wyoming

Central Energy Plant and Utilities,
Unv. of Wyoming, Laramie, Wyoming

APPENDIX "B"

SUMMARY OF REPRESENTATIVE/SIMILAR PROJECTS

| PROJECT | TYPE OF WORK | CLIENT |
|---|---|--|
| Western Wyoming Expansion Project, Rock Springs, Wyoming | Subsurface Study and Foundation Recommendations, Pavement Analysis and Design, Construction Observation and Materials Testing | Mr. Dick Flores Western Wyoming College 2500 College Drive Rock Springs, WY 82901 (307) 362-1752 |
| Coal Fired, Central Heating and Chilled Water Plant, Laramie, Wyoming | Geotechnical Investigation, Recommendations for Foundations, Ground-water Conditions, Floor Slabs, Underdrain System, Pavement | Mr. Robert C. Arnold and Mr. Roger Baalman University of Wyoming 211 Merica Hall, Laramie, Wyoming 82071 (307) 766-2250 |
| Agricultural Pavilion, Casper, Wyoming | Geotechnical Investigation, Recommendations for Foundations, Ground-water Conditions, Floor Slabs, Underdrain System, Pavement | Mr. Jeff Turner Casper College 125 College Drive Casper, Wyoming 82601 |
| Additions to Kelly Walsh High School, Casper, Wyoming | Geotechnical Investigation, Recommendations for Foundations, Ground-water Conditions, Floor Slabs and Underdrain System | Mr. Herman Boner Natrona County School District No. 1 970 Glenn Road Casper, Wyoming 82601 (307) 577-0227 |
| Ground-Water Study, Casper, Wyoming Wyoming | Subsurface and Geologic Study, Ground-water Hydrology, Hydraulic Conductivity Analysis, Monitor Well Installation, Design Recommendations | Mr. Philip Stuckert City of Casper 200 North David Casper, Wyoming 82601 (307) 235-8298 |
| Casper Mountain Lions Club, Natrona County, Wyoming | Percolation Tests, Recommendations for Septic Systems, Review of Wyoming DEQ Rules and Regulations | Mr. Barry Venn CEPI 400 East First Street Casper, Wyoming 82601 (307) 266-4346 |

APPENDIX "C"

KENNETH E. TEMME
Project Administrator
Manager, Casper Office

EDUCATION

B.S., Civil Engineering, Valparaiso University, 1971

REGISTRATION

Professional Engineer: Wyoming, Colorado, Oregon

EXPERIENCE

Mr. Temme is office manager in charge of directing the technical operations and administration of the firm's Casper Office. He is responsible for job development, proposal preparation, and has direct project involvement and consultation on all projects done in Wyoming.

His background covers a wide range of geotechnical studies for airports, dams and reservoirs, wastewater containment ponds, tailing disposal facilities, mining facilities, roads and highways, sport centers, schools, sewage treatment facilities, water treatment facilities, test embankment programs, wildcat exploration drilling rigs, oil and gas production and distribution systems, transmission lines, compaction grouting and permitting and liaison with federal and state regulatory agencies.

Mr. Temme has directed geotechnical studies for over 15 projects for the University of Wyoming and for over 40 projects conducted in the City of Laramie. These projects range from preliminary reconnaissance level investigations and feasibility studies to design level geotechnical studies. These studies have included the additions to the Engineering and Agricultural buildings, the Central Heating and Cooling Plant, the Animal Science Center, the Auditorium Arena, and War Memorial Stadium. Mr. Temme has also worked on widening and lengthening the asphalt runways at Brees Field, the Laramie Junior High School and High School buildings, restoration of the Territorial Prison building and the American Bank building all located in Laramie, Wyoming.

Mr. Temme was Project Manager for a ground-water study for the Carbon County School District. This project involved computer modeling of ground-water conditions and design measures to control ground-water movement.

MEMBERSHIP IN ORGANIZATIONS

American Society of Civil Engineers
Wyoming Engineering Society
Wyoming Association of Consulting Engineers and Surveyors, Past President
Wyoming Professional Engineer Society

APPENDIX "C"

MICHAEL F. STAFFILENO
Project Engineer

EDUCATION

B.S., Civil Engineering, University of Wyoming, 1983

PROFESSIONAL REGISTRATION

E.I.T. No. 2203 - Wyoming

CERTIFICATION

Troxler Nuclear Density Gauge Operator

EXPERIENCE

At Chen and Associates, Inc., Mr. Staffileno is responsible for conducting and preparing geotechnical studies and reports for mine facilities, commercial and industrial buildings, schools, roads, storage tanks, dams and wastewater lagoons and embankments. Mr. Staffileno's responsibilities also include evaluation and supervision of field exploration drilling programs, supervision of laboratory testing and supervision of construction observation and quality control testing to maintain compliance with ASTM and/or project requirements and specifications.

Mr. Staffileno recently completed conducting and supervising construction observation and quality control testing for the No. 2 Coal Silo, Antelope Coal Mine, Converse County, Wyoming. Construction activities included pier drilling, reinforcing steel placement, concrete placement, material testing, slip forming of the silo, and fill placement.

Mr. Staffileno's experience includes three years of supervising construction observation and quality control services as the project engineer for Western Wyoming College Expansion Project located in Rock Springs, Wyoming. He was responsible for the supervision of field personnel, laboratory and materials testing, maintaining communication with and liaison with contractors, construction management and owners of the project.

Mr. Staffileno was the supervisor of the Casper office laboratory for a period of 18 months. While supervising the laboratory he participated in standard soil property testing, direct shear and unconfined compression testing and analysis, swell-consolidation testing, permeability testing, California Bearing Ratio analysis, resistivity and construction materials testing in accordance with ASTM standards and procedures.

Mr. Staffileno is also experienced in foundation investigations, slope stability analysis and testing for shear strength parameters, roof installation and inspection, and monitor well installation.

MEMBERSHIP IN ORGANIZATIONS

National Society of Professional Engineers
Wyoming Engineering Society



HAMMOND LAND SURVEYING, INC.

1369 A North Fourth Street
P.O. Box 471
Laramie, Wyoming 82070
Phone: (307) 742-0670

**RESPONSE TO THE
"REQUEST FOR INFORMATION"
FOR THE UNIVERSITY OF WYOMING
STOCK FARM-LAND SURVEYING SERVICES**

AUGUST 19, 1988

Hammond Land Surveying, Inc., is pleased to submit this response to provide the University of Wyoming with Professional Land Surveying Services for Sections 11, 14, and 15, Township 15 North, Range 74 West of the 6th P.M., Albany County, Wyoming.

Firm Name: Hammond Land Surveying, Inc.
P.O. Box 471
1369 North Fourth Street Suite A
Laramie, Wyoming 82070

Telephone Number: 742-0670

QUALIFICATIONS: Hammond Land Surveying, Inc. has performed many boundary survey's which require utility and easement location, monumenting and recovery of existing corners, and extensive research at the courthouse.

Representative List of Similar Projects:

Client: Snowy Range Ski Area
c/o Rick Colling
1414 Thomes Street
Laramie, WY 82070
Telephone: 745-8358

Project: Prepared a Final Plat for a Mountain Subdivision; provided a topographic survey for the parking area, and provided a topographic survey for proposed lift lines.

Client: U.S. West Communications (formerly Mountain Bell)
c/o Brad Ehler
P.O. Box 1347
Laramie, WY 82070
Telephone: 742-6659

Project: Numerous projects within a 150 mile radius of Laramie, Wyoming totaling 17(+) miles of Route Surveys and interface locations for proposed/existing cable. Final products included field staking, Construction Strip Maps and Ownership Exhibit Maps for use by state and government agencies.

Client: Norval D. Johnson
P.O. Box 1030
Laramie, WY 82070
Telephone: 742-2353

Project: Prepared and designed a Preliminary Plat, for annexation into the City of Laramie, with contours on an area of approximately 130 acres in the Laramie area.

Client: Roxanne and Suzanne Squires
Highway 11, Box 646
Laramie, WY 82070
Telephone 742-6015

Project: Prepared a map showing utility locations, ownerships and encroachments of property descriptions of an area of approximately 320 acres, near Centennial.

Client: Dick Strom
P.O. Box 924
Laramie, WY 82070
Telephone 742-2573

Project: Designed and prepared a plat for a rural subdivision in Albany County. Said subdivision entailed the establishment of Section corners and solving boundary disputes with neighbors. Said property contains approximately 400 acres.

Client: Vern Breazeale
1908 Custer Street
Laramie, WY 82070
Telephone: 742-6653

Project: Prepared a Preliminary Plat with contours for a tract of land to be annexed in the City of Laramie. Said Preliminary Plat contains approximately 120 acres.

Client: B Bar B Trailer Ranches
Eileen Brennan
600 South Hayes Street
Laramie, Wyoming 82070
Telephone: 745-4581

Project: Prepared a Preliminary plat, with contours on an area of approximately 300 acres.

Additional References Available Upon Request

Hammond Land Surveying, Inc. does not carry Professional Liability Insurance; however such insurance may be obtained at the Client's request.

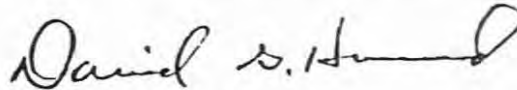
Hammond Land Surveying, Inc. generally works on an hourly Fee Schedule, with a price not to exceed a specified sum.

Hammond Land Surveying, Inc. is a local firm and is familiar with the area surrounding the project site. We have a good working relationship with the City and County Governments, local utility companies, and a working knowledge of the County Courthouse for records and easement research. The following profile explains some of the history of Hammond Land Surveying, Inc., and the key personnel which will be assigned to the project.

Thank you for this opportunity to submit our qualifications for providing Professional Land Surveying services for the area east of the Commerce and Industry Building.

Sincerely,

Hammond Land Surveying, Inc.

A handwritten signature in cursive script that reads "David G. Hammond".

**David G. Hammond, PLS
President**

A Profile of Hammond Land Surveying, Inc.

As a land and construction surveying firm, Hammond Land Surveying, Inc., offers the highest standard of quality land surveying on the market. Located in Laramie, Wyoming, home of the University of Wyoming, H.L.S., Inc. has a history of many satisfied patrons and provides a range of municipal surveys in the development of this town and the Rocky Mountain region.

For fourteen years, the original proprietor, Gardner Manfull, P.E. & L.S. 171, established the basic foundation. In 1978, David G. Hammond, P.L.S. 2337, acquired this company and has since preserved the dependable and personable working relationship with clients in the local, state and federal sectors.

Legal consultation on land disputes, independent project management, continuous contact and negotiations with involved property owners, are a few amenities associated with the traditional surveying services our company has to offer. On previous projects, we have coordinated our drafting skills with various firms of engineering disciplines to satisfy the client with the most complete product possible.

The following profile outlines the diverse interests and experience of H.L.S., Inc.; the company and it's people.

David G, Hammond, P.L.S.

Education

Montana State University
University of Wyoming

Experience

Principal in Charge, Hammond Land Surveying, Inc.
1978 to present

Registered Land Surveyor, Senior Party Chief
Gardner Manfull, PE & LS (original proprietor)
1972 to 1978

Twenty-one years of experience in surveying consisting of: Right of Way Surveys, Boundary Surveys; subdivision design, layout and staking; Topographic Surveys; Photogrametric Control Surveys; Water Right Surveys; Judicial Surveys; Horizontal and Vertical Control Surveys.

Registration

Registered Land Surveyor

Wyoming

Colorado

Wisconsin

Certified to operate Nuclear Density Testing Equipment

Professional Organizations

Professional Land Surveyors of Wyoming

Professional Land Surveyors of Colorado

American Congress of Surveying and Mapping

Wyoming Engineering Society

Wyoming Society of Professional Engineers

Andrew Long, III

Education

BSCE, University of Wyoming, 1983

Continuing Education in attending seminars in the surveying and engineering fields.

Experience

Senior Party Chief and Project Manager for Hammond Land Surveying, Inc., 1978 to present.

After graduation in 1983, joined the staff of Hammond Land Surveying Inc., on a full time basis. Has experience in many phases of land and construction surveying, including subdivision design and staking, topographic work and preparation of topographic maps, utility and road right-of-way easement work, photogrammetric control staking, ALTA Surveys, and survey's in the public land system.

Served as head of the Basic Surveying Lab at the University of Wyoming for two years, 1981 through 1983.

Gardner Manfull, Engineer (original proprietor)

From 1974 to 1978, Andy worked in various phases of land surveying and engineering, including road layout and design; slope staking of roads; the layout, design and construction of rural and municipal subdivisions in the Laramie area.

Registration

Engineer-in-Training

Certified to operate Nuclear Density Testing Equipment

Professional Organizations

Wyoming Engineering Society

National Society of Professional Engineers

American Congress of Surveying and Mapping

Victoria J. Goodin

Education

University of Colorado-Boulder

Denver Institute of Technology- Certificate in Civil Drafting

Experience

Party Chief/Draftsperson- Hammond Land Surveying, Inc.

September 1984 to present. Working experience in all phases of land, construction and municipal related surveys, ski lift alignment at ski area, responsible for drafting ownership maps and plats to be filed, final representations of surveys for clients comprehension.

Surveyor/Instrumentperson- Reams & Assoc., Denver, Colorado

April, 1984-September, 1984. All phases of subdivision surveying.

Draftsperson- Petroleum Information, Denver, Colorado

September, 1982-March, 1984. Interpretation and posting of oil and gas well data on specialized oil industry maps using KAD II system.

Party Chief- Williams Brothers Engineering, Tulsa, Oklahoma.

July, 1981-June, 1982

Stillwater, Oklahoma-44 mile of 36" waterline from Ponca City to Stillwater.

Responsible for two crews and asbuilt completion notes.

Bakersfield, California- Troubleshooting on multi-line crude oil project.

Party Chief/ Instrumentperson- Kracke-Gober, Inc., Houston, Texas

June, 1979-June, 1981. Various jobs in Kansas, Texas, New Mexico.

Preliminary and asbuilt pipeline surveys, construction of compressor station, responsible for final notes, blueprint interpretation, inventory control.

Rodman/Instrumentperson Denver, Colorado

1976-1979 Varied experience with surveying firms in the Denver area.

Professional Organizations

Professional Land Surveyors of Wyoming

Professional Land Surveyors of Colorado

American Congress of Surveying and Mapping

COLLEGE OF HEALTH SCIENCES
 SCHOOL OF HUMAN MEDICINE
 CLINICAL FACULTY
 September, 1988

| <u>NAME</u> | <u>CLINICAL TITLE</u> | <u>LOCATION</u> |
|----------------------|--|-----------------|
| ADAMS, Andrea | Clinical Faculty in Family Practice/Internal Medicine | Cheyenne |
| ALLEN, Charles R. | Clinical Faculty in Family Practice/Orthopedic Surgery | Lander |
| ALLEN, James L. | Clinical Faculty in Family Practice/Emergency Medicine | Casper |
| ANDERSON, James A. | Clinical Faculty in Family Practice/ General Surgery | Casper |
| ANDERSON, Richard D. | Clinical Faculty in Family Practice/Internal Medicine | Cody |
| BAILEY, John D. | Clinical Faculty in Family Practice/Orthopedic Surgery | Casper |
| BAILEY, Tarver B. | Clinical Faculty in Family Practice/Urology | Casper |
| BAKER, Gerald L. | Clinical Faculty in Family Practice/Orthopedic Surgery | Gillette |
| BALISON, Jeffrey R. | Clinical Faculty in Family Practice/General Surgery | Cody |
| BARRASSO, John | Clinical Faculty in Family Practice/Orthopedics | Casper |
| BEALL, Peter W. | Clinical Faculty in Family Practice/Orthopedic Surgery | Laramie |
| BECKER, Garry G. | Clinical Faculty in Family Practice/Family Practice | Gillette |
| BECKMAN, John | Clinical Faculty in Family Practice/Internal Medicine | Cheyenne |
| BEHRENS, Jerome A. | Clinical Faculty in Family Practice/Orthopedic Surgery | Casper |

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| BEUF, Francesco | Clinical Faculty in Family Practice/Pediatrics | Sheridan |
| BRONDOS, Gregory A. | Clinical Faculty in Family Practice/Pathology | Casper |
| BROTHERS, Lyman R. | Clinical Faculty in Family Practice/Urology | Laramie |
| BURKE, Thomas M. | Clinical Faculty in Family Practice/Internal Medicine | Casper |
| CALHOUN, David L. | Clinical Faculty in Family Practice/Internal Medicine | Casper |
| CARMEN, John C. | Clinical Faculty in Family Practice/Family Practice | Cheyenne |
| CAROLAN, John A. | Clinical Faculty in Family Practice/Ophthalmology | Laramie |
| CARR, F. Douglas. | Clinical Faculty in Family Practice/Internal Medicine | Cody |
| CHOUINARD, Mark | Clinical Faculty in Family Practice/Internal Medicine | Cheyenne |
| CHRISTENSEN, Kent T. | Clinical Faculty in Family Practice/Otorhinolaryngology | Casper |
| CLAPP, William L. | Clinical Faculty in Family Practice/Psychiatry | Casper |
| COLLIE, Ross J. | Clinical Faculty in Family Practice/Radiology | Lander |
| COOPER, Christopher | Clinical Faculty in Family Practice/Obstetrics & Gynecology | Cheyenne |
| CURNOW, Robert J. | Clinical Faculty in Family Practice/Orthopedic Surgery | Laramie |
| DAVIS, Harmon H. | Clinical Faculty in Family Practice/Internal Medicine | Cheyenne |
| DAVIS, Meade O. | Clinical Faculty in Family Practice/Orthopedic Surgery | Cheyenne |
| DEINES, Michael E. | Clinical Faculty in Family Practice/Ophthalmology | Cheyenne |
| DEPAOLO, Hugh D. | Clinical Faculty in Family Practice/Obstetrics & Gynecology | Casper |

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| ELLBOGEN, Martin H. | Clinical Faculty in Family Practice/Family Practice | Casper |
| ELLIS, Mark | Clinical Faculty in Family Practice/Pediatrics | Cheyenne |
| EMCH, Rita M. | Clinical Faculty in Family Practice/Internal Medicine | Casper |
| FERGUSON, Donald E. | Clinical Faculty in Family Practice/Urology | Casper |
| FISCHER, Carol | Clinical Faculty in Family Practice/Family Practice | Cheyenne |
| FISHER, Alan M. | Clinical Faculty in Family Practice/Obstetrics & Gynecology | Lander |
| FLECK, Roland | Clinical Faculty in Family Practice/General Surgery/Urology | Jackson |
| FLEMING, Timothy | Clinical Faculty in Family Practice/Internal Medicine | Lander |
| FLICK, William F. | Clinical Faculty in Family Practice/General Surgery | Cheyenne |
| FLOCK, William D. | Clinical Faculty in Family Practice/Urology | Laramie |
| GASSER, Thomas J. | Clinical Faculty in Family Practice/Orthopedic Surgery | Cheyenne |
| GIBBENS, William P. | Clinical Faculty in Family Practice/Otorhinolaryngology | Cheyenne |
| GIBSON, Ronald E. | Clinical Faculty in Family Practice/Ophthalmology | Casper |
| GILBERTSON, Phillip | Clinical Faculty in Family Practice/Family Practice | Lander |
| GORMAN, John | Clinical Faculty in Family Practice/Otorhinolaryngology | Gillette |
| GOSE, Roger L. | Clinical Faculty in Family Practice/Internal Medicine | Riverton |
| GREENE, Laurence W. | Clinical Faculty in Family Practice/General Surgery | Laramie |
| GREER, Dan B. | Clinical Faculty in Family Practice/General Surgery | Cheyenne |

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| GRINSTEAD, Dan S. | Clinical Faculty in Family Practice/Internal Medicine | Casper |
| GRUBER, Amy | Clinical Faculty in Family Practice/Family Practice | Cheyenne |
| GULLICKSON, Donald A. | Clinical Faculty in Family Practice/Internal Medicine | Lander |
| HABERLAND, Lyle F. | Clinical Faculty in Family Practice/General Practice | Powell |
| HADEN, James B. | Clinical Faculty in Family Practice/Urology | Casper |
| HALLER, James G. | Clinical Faculty in Family Practice/Cardiology | Cheyenne |
| HALPERN, Jean A. | Clinical Faculty in Family Practice/Internal Medicine | Cheyenne |
| HANDRICH, Eldon | Clinical Faculty in Family Practice/Emergency Medicine | Cheyenne |
| HERBER, Michael | Clinical Faculty in Family Practice/Family Practice | Cheyenne |
| HETTINGER, Thomas E. | Clinical Faculty in Family Practice/Radiology | Cheyenne |
| HILLMAN, J. Richard | Clinical Faculty in Family Practice/Pediatrics | Cheyenne |
| HISER, Wesley W. | Clinical Faculty in Family Practice/Internal Medicine | Casper |
| HOLLAND, Rod | Clinical Faculty in Family Practice/Internal Medicine | Laramie |
| HOPKINS, Ralph E. | Clinical Faculty in Family Practice/Urology | Riverton |
| HORN, Steve R. | Clinical Faculty in Family Practice/Radiology | Casper |
| HORSLEY, Edward G. | Clinical Faculty in Family Practice/General Practice | Worland |
| HUNTON, Donald B. | Clinical Faculty in Family Practice/Internal Medicine | Cheyenne |
| IVERSON, Donald G. | Clinical Faculty in Family Practice/Ophthalmology | Cheyenne |

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| IVERSON, Ronald D. | Clinical Faculty in Family Practice/Emergency Medicine | Casper |
| JOHNSON, Paul K. | Clinical Faculty in Family Practice/Internal Medicine | Casper |
| JOHNSTON, Randolph L. | Clinical Faculty in Family Practice/Ophthalmology | Cheyenne |
| JOHNSTON, Theodore L. | Clinical Faculty in Family Practice/Ophthalmology | Cheyenne |
| JORDING, Michael J. | Clinical Faculty in Family Practice/Family Practice | Cheyenne |
| KANTER, Roy | Clinical Faculty in Family Practice/Neurology | Cheyenne |
| KAUFMAN, Steven | Clinical Faculty in Family Practice/General Surgery | Cheyenne |
| KEIM, Richard | Clinical Faculty in Family Practice/Internal Medicine | Casper |
| KIEFFER, David A. | Clinical Faculty in Family Practice/Orthopedic Surgery | Laramie |
| KILLEAN, James | Clinical Faculty in Family Practice/Radiology | Casper |
| KIRSCH, Archie P. | Clinical Faculty in Family Practice/Family Practice | Rawlins |
| KLEPPINGER, Kent M. | Clinical Faculty in Family Practice/Pediatrics | Laramie |
| KNEPPER, John G. | Clinical Faculty in Family Practice/Pediatrics | Sheridan |
| KOHLER, Kathryn | Clinical Faculty in Family Practice/Obstetrics & Gynecology | Laramie |
| LANDON, Thomas W. | Clinical Faculty in Family Practice/Orthopedic Surgery | Casper |
| LANG, Gary C. | Clinical Faculty in Family Practice/Pediatrics | Lander |
| LANIER, Robert L. | Clinical Faculty in Family Practice/Internal Medicine | Cheyenne |
| LARSON, Dale L. | Clinical Faculty in Family Practice/General Surgery | Casper |

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| LAWLER, Donald J. | Clinical Faculty in Family Practice/Ophthalmology | Cheyenne |
| LELAND, Robert W. | Clinical Faculty in Family Practice/Pediatrics | Cheyenne |
| LISTON, Steve E. | Clinical Faculty in Family Practice/Radiology | Casper |
| LOUGHRY, Richard W. | Clinical Faculty in Family Practice/General Surgery | Cheyenne |
| LYFORD, Charles L. | Clinical Faculty in Family Practice/Gastroenterology | Casper |
| MACGUIRE, Anne M. | Clinical Faculty in Family Practice/Rheumatology | Casper |
| MADDY, James A. | Clinical Faculty in Family Practice/Internal Medicine | Casper |
| MASEBERG, Marlene | Clinical Faculty in Family Practice/Cardiology | Casper |
| MAZHAR, Mohammed | Clinical Faculty in Family Practice/Internal Medicine | Cheyenne |
| MCDONALD, Patrick | Clinical Faculty in Family Practice/Orthopedic Surgery | Gillette |
| MCGUIRE, Robert L. | Clinical Faculty in Family Practice/Obstetrics & Gynecology | Cheyenne |
| MCINNIS, Michael | Clinical Faculty in Family Practice/Family Practice | Rock Springs |
| MCKEE, Ronald J. | Clinical Faculty in Family Practice/Family Practice | Cheyenne |
| MCMAHON, Charles F. | Clinical Faculty in Family Practice/Neurology | Lander |
| MELINKOVICH, Gary | Clinical Faculty in Family Practice/Pediatrics | Cheyenne |
| MORGAN, James F. | Clinical Faculty in Family Practice/Family Practice | Douglas |
| NARAMORE, James J. | Clinical Faculty in Family Practice/Family Practice | Gillette |
| PETERS, John J. | Clinical Faculty in Family Practice/Family Practice | Sundance |

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| PHENEGER, Paul W. | Clinical Faculty in Family Practice/Ophthalmology | Laramie |
| PHIPPS, Douglas R. | Clinical Faculty in Family Practice/Family Practice | Lander |
| PRIMROSE, Joseph | Clinical Faculty in Family Practice/Emergency Medicine | Casper |
| PULLOS, Take | Clinical Faculty in Family Practice/General Surgery | Cheyenne |
| RAY, Esten W. | Clinical Faculty in Family Practice/Pediatrics | Laramie |
| REASONER, Edward E. | Clinical Faculty in Family Practice/Internal Medicine | Casper |
| ROBERTSON, Charles H. | Clinical Faculty in Family Practice/Internal Medicine | Casper |
| ROBERTSON, Kenneth L. | Clinical Faculty in Family Practice/Internal Medicine | Laramie |
| RUTT, Rodney | Clinical Faculty in Family Practice/Family Practice | Torrington |
| SANDEEN, John | Clinical Faculty in Family Practice/Family Practice | Laramie |
| SCHEER, Thomas | Clinical Faculty in Family Practice/Radiology | Cheyenne |
| SCHIEL, Carol | Clinical Faculty in Family Practice/Pediatrics | Cheyenne |
| SCHIEL, Philip | Clinical Faculty in Family Practice/Family Practice | Cheyenne |
| SEITZ, Larry E. | Clinical Faculty in Family Practice/Dermatology | Cheyenne |
| SHAFER, Reed C. | Clinical Faculty in Family Practice/Neurology | Cheyenne |
| SMITH, Donald D. | Clinical Faculty in Family Practice/Internal Medicine | Casper |
| SMITH, Gary L. | Clinical Faculty in Family Practice/Internal Medicine | Powell |
| SMITH, Gerald L. | Clinical Faculty in Family Practice/Otorhinolaryngology | Cheyenne |

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| SMITH, Kayo | Clinical Faculty in Family Practice/Family Practice | Torrington |
| SORENSEN, Richard R. | Clinical Faculty in Family Practice/Internal Medicine | Riverton |
| STEGER, David | Clinical Faculty in Family Practice/Family Practice | Riverton |
| STOETZEL, James E. | Clinical Faculty in Family Practice/Family Practice | Pine Bluffs |
| SUGDEN, Richard G. | Clinical Faculty in Family Practice/Family Practice | Jackson |
| SULLIVAN, Daniel | Clinical Faculty in Family Practice/Pathology | Riverton |
| SULLIVAN, Patrick G. | Clinical Faculty in Family Practice/Radiology | Casper |
| TAYLOR, Robert R. | Clinical Faculty in Family Practice/Radiology | Cheyenne |
| THICKMAN, Seymour | Clinical Faculty in Family Practice/Internal Medicine | Sheridan |
| THIEL, Robert | Clinical Faculty in Family Practice/Pediatrics | Douglas |
| THORPEN, James W. | Clinical Faculty in Family Practice/Pathology | Casper |
| TICHENOR, Rowan E. | Clinical Faculty in Family Practice/Dermatology | Casper |
| TIPTON, Harry B. | Clinical Faculty in Family Practice/Obstetrics & Gynecology | Lander |
| TOEWS, Berton | Clinical Faculty in Family Practice/Family Practice | Casper |
| TOFT, Thomas V. | Clinical Faculty in Family Practice/Pathology | Cheyenne |
| TORKELSON, Richard E. | Clinical Faculty in Family Practice/Orthopedic Surgery | Cheyenne |
| VIGNERI, Joseph M. | Clinical Faculty in Family Practice/Otorhinolaryngology | Casper |
| WACKERLIN, Ronald W. | Clinical Faculty in Family Practice/Pathology | Casper |

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| WALKER, Michael E. | Clinical Faculty in Family Practice/Radiology | Casper |
| WEDELL, Eric J. | Clinical Faculty in Family Practice/Internal Medicine | Cheyenne |
| WELCH, John C. | Clinical Faculty in Family Practice/Family Practice | Lovell |
| WHALEN, Richard M. | Clinical Faculty in Family Practice/General Surgery | Casper |
| WILLIAMS, Russell | Clinical Faculty in Family Practice/Pediatrics | Cheyenne |
| WOHL, Barry M. | Clinical Faculty in Family Practice/Pediatrics | Sheridan |
| YORDY, Gary L. | Clinical Faculty in Family Practice/Pathology | Cheyenne |
| YORK, Robert K. | Clinical Faculty in Family Practice/Family Practice | Rawlins |