



9

INSTRUCTIONAL EQUIPMENT REQUEST

Due in Dean/Unit Head's Office on September 19, 2011 (FALL) and March 1, 2012 (SPRING)

The Definition of Instructional Equipment can be found in the California Community College's Budget and Accounting Manual. A copy of these definitions is on the PBC webpage:

<http://grapevine/pbc/InstructionalEquipment.php>

Name of Requestor: Brian Hagopian

Division/Unit : BCATSS

Brief title of request (equipment or materials being requested must be similar, related or part of a system.)

Automotive Hand tools - completion of pre

Request amount (unit cost and total cost including tax and shipping.

Please include all costs including installation, modification to existing facilities to accomodate new equipment, etc.):

This should come from the vendor quote

Attach copy of quote(s), estimate(s) and requisition(s):

(Must attach quote & requisition; absence of either will delay processing)

Item (s) cost	\$ 12200.72
Tax (.0875)	\$ 1067.56
Shipping	\$ 650.00
Installation	\$ —
Facilities Modification	\$ —
Other	\$ —
Total Cost	\$ 13,918.28

Brief description of specific equipment or materials requested and what they will be used for: (include the # pieces being requested; i.e.: 10 crayola crayons, sky blue, etc. in 250 words or less)

30 each of screwdriver sets, plier sets, speed handles 3/8 drive, T handle 3/8 drive

5 each of 260 piece tool sets

7 each of OBD II scanners, CAN scanners

18 each of wench sets

12 each of drive tool sets

These tools will complete the sets that were purchased last Spring with the Instructional equipment funds. Thank you.

Is this in your Program Review? Yes No

Our Program review states that our budget does not allow us to purchase tools. We have never had the money to do it. With continuing reductions in budgets the situation is even worse. Our tools are worn out and most are not usable, this is causing safety concerns. We must have these basic hand tools for the students to complete their lab assignments. The following is quoted from our Program review page 8 paragraph one and three. "Must Haves. There are a few items that must be funded in the automotive budget. First is service information such as Alldata or Mitchell, cost is \$1000 per year. Second is updating of alignment, scanner, and balancer software. This can cost anywhere between \$500 and \$5000 per year. Because it has been ignored for so long it will cost at least \$5000 to "get back in the swing". It has become apparent to faculty, staff and especially student that our equipment if out of date.", "Money has always been a problem. Ten years ago half of our budget was given to welding because they ran out of money. Every year since then we have been operating with a half budget. Every year we are further in the hole and instructors are running out of personal equipment and tools to loan the program."

Is it a replacement? Yes

Upgrade? Yes

New technology? Yes

Please explain?

These are replacements for worn out tools and a completion of kits that were purchased last Spring with Instructional Equipment funds. We waited to ask for these so we could make sure what we are purchasing would be put to use and not just wasted by taking up space.

Following is the evaluation criteria; please see corresponding Instructional Equipment Rubric.

Instructional and Service Impact

How will this item have a positive impact on instruction and/or teaching and learning in the classroom? Is this for use by the Instructor or students, or both?

Last year instructional equipment funded some new tools for us. When we put together the request we only quoted items we knew were used and needed every day. The automotive instructors knew we need much more but felt it was best to wait and track tool usage first so we would not over buy and be wasteful. We wanted to see what else the students needed and have tracked this over the last six months. In interest of saving money as much as possible the tools we are requesting now are needed and have been tracked as such.

During the time that we have had the new tools from last Spring available, the instructors have noticed what an effect these tools have on the students. Previously student comments were always negative about the state of tools that LPC had. This negativity was then thought about LPC in general and lowered students sights of their future. Now, with the new tools, students have been excited to work in the lab and gain the hand-on competency they greatly need.

Every day we hear how wonderful it is to have the right tools for the job and how nice it is to use tools that have not exceeded their life expectancy. On top of that students have noticed the consistency of the tools, and is not some hodgepodge of worn out junk. It is hard to believe that tools alone could have such an effect on learning, but from the questions and bright eyes of the students we now know the truth.

Impact on Enrollment

Will the equipment impact enrollment, attract or increase the number of students participating in a course or program?

With these tools we will not be ahead of any other schools, rather we will be on par. The tools we are requesting are nothing special and all technicians in the field must have them and know their use. Without tools our program will not be attractive to students. In addition the tools we have left are so few or broken, some students are not able to complete their lab assignments or must wait extended periods of time.

Access

How does this item promote the principles of universal design, by providing opportunities for under-represented populations & accommodate students with diverse learning styles?

The tools are not only engraved with sizes, they also carry special markings which make it easier to identify them by feel not just by size.

Outcomes

How will this equipment enable or enhance SLOs? What are the consequences related to learning outcomes if request is not funded?

Without tools students can not fulfill any of the SLO's in automotive. Our SLO's are based in the lab which is where we are able to measure the understanding of the students. The lab is where the student show what they have learned and if they have grasped the concept. Without these tools they can not perform the job duties and therefore can not be graded by either SLO, instructor or an employer. The following is a SLO for Auto 55. "Did student drain oil into approved container?" To perform this task the student must have safe and proper hand tools. Next is a SLO from Auto 56 "Did student follow service manual procedures?" When following manufacturer procedures a technician must use the proper tools in the correct manner.

Total Cost of Ownership (This is an attempt to identify what the ongoing costs of purchasing this equipment will be to the institution)

- a) What is the lifespan of the equipment? 5 years? 10 years? 20 years?
- b) Is there sufficient current/planned space available for the storage and use of this equipment? If so, where will it be housed? If not, is there a proposed location and are there any costs associated with installation or modifications to the space?
- c) Are there operating costs and how will they be covered by the department?
- d) What will be required to maintain the equipment, such as regular servicing or upkeep? Who will perform maintenance, and what will the estimated costs be?

These tools are guaranteed for life. If one is broken an instructor can simply take the tool to Sears and receive a new one, no questions asked. There are no operating costs involved. No up keep, students wipe them down when they have finished their lab assignment.

Visibility/Profile within Community

Is this a "flagship" item that will bring recognition/notoriety to the College or raise the stature of the program? Will it attract students and/or enhance the image of the College in the community because of its rare, one-of-a-kind status?

No, they are hand tools which are required for the program.

Commitment to Sustainability

How does this equipment exceed basic sustainability goals and encourage renewable resources at the College? Is the design/operation of this item in keeping with the College's commitment to sustainable practices?

Does not apply.

Health, Safety & Security

Does this equipment address any health, safety & security concerns? If so, please explain below.

Yes, using worn out tools is a safety hazard. The safety test for automotive that is given to students every semester clearly states this.

Signatures (required)

(If requesting computer-related equipment/software, LPC IT Department Review is required.)

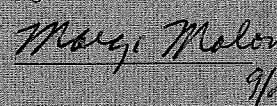
Requested by



Dean/
Unit Head

IT Department Signature

Vice President


9/26/11

LPC VP Business/President

LPC Business Office Use (Account Number)

LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition

#R

FOR REIMBURSEMENT: List payee name & ssn. SUGGESTED VENDOR Sears (1-866-697-3277)				TAX ID#		
NAME OF STAFF MEMBER	DATE WRITTEN	DATE REQUIRED	DIVISION/DEPARTMENT	For inventory purposes include room # where equipment will reside: Bldg 800	RETURN COPY of REQUISITION TO: B.Hagopian / C.McCauley	
DESCRIPTION	(PRODUCT, TYPE, SIZE, COLOR, STOCK NUMBER)			UNIT QTY	UNIT PRICE	TOTALS
Craftsman 7 in. Slide Bar Handle, 3/8 in. Drive (Item #00904428000)				EA 30	\$ 10.79	\$ 323.70
Craftsman 16 in. Soeeder Wrench, 3/8 in. Drive (Item #00944271000)				EA 30	\$ 17.99	\$ 539.70
Craftsman 5 pc. Pliers Set (Item #00945419000)				EA 30	\$ 44.99	\$ 1,349.70
Craftsman 44 pc. Heavy Duty Screwdriver Set (Item #00950089000)				EA 29	\$ 63.99	\$ 1,855.71
Craftsman 255 pc. Mechanics Tool Set w/Lift Top Storage Chest (Item#00935255000)				EA 5	\$ 269.99	\$ 1,349.95
Craftsman Scan Tool CanOBD2 (Item #00920890000)				EA 7	\$ 161.99	\$ 1,133.93
Craftsman CanOBD2&1 Scan Tool Kit (Item# 00920899000)				EA 18	\$ 170.99	\$ 3,077.82
Craftsman 43 pc. Std. & Metric 12 pt. Combination Wrench Set (Item #00944048000)				EA 12	\$ 56.69	\$ 680.28
Vendor Information/ Remit To:	Deliver To, include room # (optional):					
Sears (1-866-697-3277)	Brian Hagopian (925) 424-1171					
	Building 800 (Automotive Dept)					
<u>Comments:</u>						
Instructional Equipment	BT#					
	Shipping (if applicable)					
						TOTAL COST \$ 13,918.28
Original invoices and receipts must be attached for payment. Include current taxes unless incorporated in price.						
ACCOUNT #	FUND	ORG	ACCT	PROGRAM	Business Office	
APPROVALS	<i>Janice Hayes 9/27/11</i> Supervisor/ Coordinator/Director					<i>Mary McElroy 9/27/11</i> Dean/ VP/President

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Remove

Craftsman 7 in. Slice Bar Handle, 3/8 in. Drive
Sole by Sears
Item#00904428000 Mr.
Model #04428

Ship- FREE

When will it arrive? Shipping times vary by location. The
anticipated arrival date is reflected on the shipping options page
during checkout.

30

\$ 323.70

Savings Applied
Price Breakdown:

\$11.99
x 30

\$359.70

Online Only Extra 10% off select tools under \$289...plus extra 5% off select tools \$300 and over!

[Show Details](#)

-\$ 36.00

Discount applies in cart. Offer excludes Catalog items, Compressors, Garage Storage, Lift Equipment, Tool Storage, Garage Door Openers and Accessories, Screwdrivers, Great Price, Clearance, and items with an Online Only Price. Excludes E-Z Red, Stanley, Hobart, Lincoln Electric, Grise and Stanley Bostitch brands. Excludes items 00959531000P, 00959531000P and 00916478000P. Additional items may be excluded.

\$323.70

In-Cart Savings: \$36.0

[Details](#)

In-Cart Savings

[Close X](#)

Deal 1

Online Only Extra 10% off select tools under \$289...plus extra 5% off select tools \$300 and over!

Discount applies in cart. Offer excludes Catalog items, Compressors, Garage Storage, Lift Equipment, Tool Storage, Garage Door Openers and Accessories, Screwdrivers, Great Price, Clearance, and items with an Online Only Price. Excludes E-Z Red, Stanley, Hobart, Lincoln Electric, Grise and Stanley Bostitch brands. Excludes items 00959531000P, 00959531000P and 00916478000P. Additional items may be excluded.

Is this a gift? Yes, this item is a gift

Item is out of stock.

Remove

Craftsman 16 in. Sae/Cr Wrench, 3/8 in. Drive
Sold by Sears
Item#00944271000 Mr. Model
#44271

Up- FREE

Pick 30

\$ 539.70

Savings Applied
Price Breakdown:

\$19.99
x 30

\$599.70

Online Only Extra 10% off select tools under \$289...plus extra 5% off select tools \$300 and over!

[Show Details](#)

-\$60.00

Discount applies in cart. Offer excludes Catalog items, Compressors, Garage Storage, Lift Equipment, Tool Storage, Garage Door Openers and Accessories, Screwdrivers, Great Price, Clearance, and items w/ an Online Only Price. Excludes EZ Red, Stanley, Hobart, Lincoln Electric, Grohe and Stanley, Bostitch brands. Excludes items 00359631000P, 00959629000P and 00916476000P. Additional items may be excluded.

\$53.70

In-Cart Savings: \$60.0

Details

In-cart savings

close X

Deal 1

Online Only! Extra 10% off select tools under \$299...plus extra 5% off select tools \$300 and over!

Discount applies in cart. Offer excludes Catalog items, Compressors, Garage Storage, Lift Equipment, Tool Storage, Garage Door Openers and Accessories, Screwdrivers, Great Price, Clearance, and items w/ an Online Only Price. Excludes EZ Red, Stanley, Hobart, Lincoln Electric, Grohe and Stanley, Bostitch brands. Excludes items 00359631000P, 00959629000P and 00916476000P. Additional items may be excluded.



Pick Up- FREE

Ship- FREE

When will it arrive? Shipping times vary by location. The anticipated arrival date is reflected on the shipping options page during checkout.
Mr. Model #45419

30

\$ 1349.70

Update: Savings Applied

Price Breakdown:

\$49.99

x 30

\$1349.70

Online Only! Extra 10% off select tools under \$299...plus extra 5% off select tools \$300 and over!

Show Details

-\$ 150.00

Discount applies in cart. Offer excludes Catalog items, Compressors, Garage Storage, Lift Equipment, Tool Storage, Garage Door Openers and Accessories, Screwdrivers, Great Price, Clearance, and items w/ an Online Only Price. Excludes EZ Red, Stanley, Hobart, Lincoln Electric, Grohe and Stanley, Bostitch brands. Excludes items 00359631000P, 00959629000P and 00916476000P. Additional items may be excluded.

\$1349.70

In-Cart Savings: \$450.0

Details

In-cart savings

close X

Deal 1

Online Only! Extra 10% off select tools under \$299...plus extra 5% off select tools \$300 and over!

Discount applies in cart. Offer excludes Catalog items, Compressors, Garage Storage, Lift Equipment, Tool Storage, Garage Door Openers and Accessories, Screwdrivers, Great Price, Clearance, and items w/ an Online Only Price. Excludes EZ Red, Stanley, Hobart, Lincoln Electric, Grohe and Stanley, Bostitch brands. Excludes items 00359631000P, 00959629000P and 00916476000P. Additional items may be excluded.

Is this a gift? Yes, this item is a gift

close X

Details

In-cart savings

close X

Deal 1

When will it arrive?

Shipping times vary by location. The anticipated arrival date is reflected on the shipping options page during checkout.

Craftsman 255 pc. Merchants' Lcl Set w/ Lft Top Storage Chest
Sold by Sears
Item #00350089000 Mfr. Model #500099

Is this a gift? Yes, this item is a gift

close X

Details

In-cart savings

close X

Deal 1

Online Only! Extra 10% off select tools under \$299...plus extra 5% off select tools \$300 and over!

Show Details

-\$ 150.00

Discount applies in cart. Offer excludes Catalog items, Compressors, Garage Storage, Lift Equipment, Tool Storage, Garage Door Openers and Accessories, Screwdrivers, Great Price, Clearance, and items w/ an Online Only Price. Excludes EZ Red, Stanley, Hobart, Lincoln Electric, Grohe and Stanley, Bostitch brands. Excludes items 00359631000P, 00959629000P and 00916476000P. Additional items may be excluded.

\$1349.95

In-Cart Savings: \$150.0

Details

In-cart savings

close X

Deal 1

Online Only! Extra 10% off select tools under \$299...plus extra 5% off select tools \$300 and over!

Show Details

-\$ 150.00

Discount applies in cart. Offer excludes Catalog items, Compressors, Garage Storage, Lift Equipment, Tool Storage, Garage Door Openers and Accessories, Screwdrivers, Great Price, Clearance, and items w/ an Online Only Price. Excludes EZ Red, Stanley, Hobart, Lincoln Electric, Grohe and Stanley, Bostitch brands. Excludes items 00359631000P, 00959629000P and 00916476000P. Additional items may be excluded.

Discount applies in cart. Offer excludes Catalog items, Compressors, Garage Storage, Lift Equipment, Tool Storage, Garage Door Openers and Accessories, Screw drivers, Great Price, Clearance, and items with an Online Only Price. Excludes E-Z Red, Stanley, Hobart, Lincoln Electric, Grohe and Stanley Bostitch brands. Excludes items 00959631000P, 00959629000P and 00976476000P. Additional items may be excluded.

 Craftsman
Scari-Tatch - Cart #E22
Sold by Sears
Item #0092089000 Mfr.
Model #20890

Pick 7
Up FREE Update
Savings Applied
Price Breakdown ▾
\$179.99
x 7
\$126.00
Online Only! Extra 10% off select tools under \$299...plus extra 5% off select tools \$300 and over!
Show Details

 Craftsman
Scan-Tatch - Cart #E22
Sold by Sears
Item #0092089000 Mfr.
Model #20890

Pick 7
Up FREE Update
Savings Applied
Price Breakdown ▾
\$1133.93
Online Only! Extra 10% off select tools under \$299...plus extra 5% off select tools \$300 and over!
Show Details

Deal 1
Online Only! Extra 10% off select tools under \$299...plus extra 5% off select tools \$300 and over!
Discount applies in cart. Offer excludes Catalog items, Compressors, Garage Storage, Lift Equipment, Tool Storage, Garage Door Openers and Accessories, Screw drivers, Great Price, Clearance, and items with an Online Only Price. Excludes E-Z Red, Stanley, Hobart, Lincoln Electric, Grohe and Stanley Bostitch brands. Excludes items 00959631000P, 00959629000P and 00976476000P. Additional items may be excluded.

Is this a gift? Yes, this item is a gift

 Craftsman
CancOPEB241 Scan-Tach Kit
with T-Post, Sodilite and Optional Repair Stations®
Sold by Sears
Item #0092089000 Mfr. Model #20899

Pick 7
Up FREE Update
Savings Applied
Price Breakdown ▾
\$1889.93
\$2099.93
Online Only! Extra 10% off select tools under \$299...plus extra 5% off select tools \$300 and over!
Show Details
-\$ 210.00
Discount applies in cart. Offer excludes Catalog items, Compressors, Garage Storage, Lift Equipment, Tool Storage, Garage Door Openers and Accessories, Screw drivers, Great Price, Clearance, and items with an Online Only Price. Excludes E-Z Red, Stanley, Hobart, Lincoln Electric, Grohe and Stanley Bostitch brands. Excludes items 00959631000P, 00959629000P and 00976476000P. Additional items may be excluded.

 Craftsman
CancOPEB241 Scan-Tach Kit
with T-Post, Sodilite and Optional Repair Stations®
Sold by Sears
Item #0092089000 Mfr. Model #20899

Pick 7
Up FREE Update
Savings Applied
Price Breakdown ▾
\$1889.93
\$2099.93
Online Only! Extra 10% off select tools under \$299...plus extra 5% off select tools \$300 and over!
Show Details
-\$ 210.00
Discount applies in cart. Offer excludes Catalog items, Compressors, Garage Storage, Lift Equipment, Tool Storage, Garage Door Openers and Accessories, Screw drivers, Great Price, Clearance, and items with an Online Only Price. Excludes E-Z Red, Stanley, Hobart, Lincoln Electric, Grohe and Stanley Bostitch brands. Excludes items 00959631000P, 00959629000P and 00976476000P. Additional items may be excluded.

Is this a gift? Yes, this item is a gift

 Craftsman 42-148 Standard wrench Set
Metric 1/2 pt. Combination Wrench Set
Sold by Sears
Item #00944048000 Mfr. Model #44048

Ship -FREE
When will it arrive? Shipping times vary by location. The anticipated arrival date is reflected on the shipping options page during checkout.

 Craftsman 42-148 Standard wrench Set
Metric 1/2 pt. Combination Wrench Set
Sold by Sears
Item #00944048000 Mfr. Model #44048

Ship -FREE
When will it arrive? Shipping times vary by location. The anticipated arrival date is reflected on the shipping options page during checkout.

Deal 1
Online Only! Extra 10% off select tools under \$299...plus extra 5% off select tools \$300 and over!
Discount applies in cart. Offer excludes Catalog items, Compressors, Garage Storage, Lift Equipment, Tool Storage, Garage Door Openers and Accessories, Screw drivers, Great Price, Clearance, and items with an Online Only Price. Excludes E-Z Red, Stanley, Hobart, Lincoln Electric, Grohe and Stanley Bostitch brands. Excludes items 00959631000P, 00959629000P and 00976476000P. Additional items may be excluded.

Is this a gift? Yes, this item is a gift

 Craftsman 42-148 Standard wrench Set
Metric 1/2 pt. Combination Wrench Set
Sold by Sears
Item #00944048000 Mfr. Model #44048

Savings Applied
Price Breakdown ▾
\$3077.82
Reg Price: \$399.99
Savings: \$90.00
x 18
\$3419.82
Online Only! Extra 10% off Select Tools Sold by Sears! Discount applies in cart.
-\$ 342.00
Offer excludes Screwdrivers, Mechanics Tool Sets, Great Price, Clearance and items with an Online Only Price. Excludes E-Z Red, Stanley, Hobart, Lincoln Electric, Grohe, and Stanley Bostitch brands. Excludes items 00959631000P, 00959629000P and 00976476000P. Additional items may be excluded.

 Craftsman 42-148 Standard wrench Set
Metric 1/2 pt. Combination Wrench Set
Sold by Sears
Item #00944048000 Mfr. Model #44048

Savings Applied
Price Breakdown ▾
\$3077.82
Reg Price: \$399.99
Savings: \$90.00
x 18
\$3419.82
Online Only! Extra 10% off Select Tools Sold by Sears! Discount applies in cart.
-\$ 342.00
Offer excludes Screwdrivers, Mechanics Tool Sets, Great Price, Clearance and items with an Online Only Price. Excludes E-Z Red, Stanley, Hobart, Lincoln Electric, Grohe, and Stanley Bostitch brands. Excludes items 00959631000P, 00959629000P and 00976476000P. Additional items may be excluded.

Deal 1

Offer Only! Extra 10% off Select Tools Sold by Sears! Discount applies in cart.

Offer excludes Screwdrivers, Mechanics Tool Sets, Great Price, Clearance and items with an Online Only Price. Excludes EZ Red, Stanley, Hobart, Lincoln Electric, Grohe, and Stanley Bostitch brands. Excludes items 00959631000P, 00959629000P and 00916476000P. Additional items may be excluded.



Craftsman 21 pc. Drive Tool Accessory Set
When will it arrive? Shipping times vary by location. The anticipated arrival date is reflected on the shipping options page during checkout.
Sold by Sears
Item #0942283000 Mfr. Model: #42233

Ship-~~FREE~~
\$680.28
Savings Applied
Price Breakdown
Reg Price: \$69.99
Savings: \$7.00
\$62.99
x 12

\$755.88
Online Only! Extra 10% off Select Tools Sold by Sears! Discount applies in cart.
Show Details

-\$75.6
Offer excludes Screwdrivers, Mechanics Tool Sets, Great Price, Clearance and items with an Online Only Price. Excludes EZ Red, Stanley, Hobart, Lincoln Electric, Grohe, and Stanley Bostitch brands. Excludes items 00959631000P, 00959629000P and 00916476000P. Additional items may be excluded.

\$680.28

In-Cart Savings: \$75.6
Details
In-cart savings
close X

Deal 1

Offer Only! Extra 10% off Select Tools Sold by Sears! Discount applies in cart.
Show Details

-\$75.6
Offer excludes Screwdrivers, Mechanics Tool Sets, Great Price, Clearance and items with an Online Only Price. Excludes EZ Red, Stanley, Hobart, Lincoln Electric, Grohe, and Stanley Bostitch brands. Excludes items 00959631000P, 00959629000P and 00916476000P. Additional items may be excluded.

Delete Selected

Items in your cart are saved for 30 days. Merchandise availability and pricing are not guaranteed.
People Who Bought Items in Your Cart Also Bought



Craftsman 12 in. Hacksaw
Conventional/Heavy Duty
\$14.99



Craftsman 5 pc. Screwdriver Fly Bar Set
\$53.99
\$53.99



Craftsman 96 pc. Easy Read Impact Socket Set
5 pt., 3/8 & 1/2 in. Dr.
\$349.99

Renewal:

These are sale prices. We do just mind waiting for another sale to purchase.

Checkout
Order Summary
Merchandise Subtotal
\$12200.72
Standard Shipping
FREE

Apply a Promo Code

Apply Details

Enter Zipcode to Calculate Sales Tax
Go Estimated

Estimated Pre-Tax Total

\$12200.72

Additional discounts may apply.

\$1844.98

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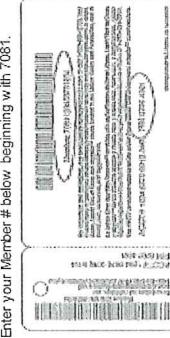
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Member #

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Checkout

Or



This is the easier way to pay



Visa®
Verification
Required

VeriSign®

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