

# INSTRUCTIONAL EQUIPMENT REQUEST 2017-2018

Internal Use IE #: <u>FALL - 06</u> Total \$: <u>4,307.00</u>
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Requester Name: Cindy B Rosefield Division Name: A & H

## SECTION 1: SUMMARY INFORMATION

**Brief Title of the Request:**

Purchase of 5 String Instruments and 3 Bass bows:

- 2 - Knilling Bucharest Cello 4/4 outfit (bow and case)
- 2 - JI Viola Model 35 (15.5 or 16") outfit (bow and case)
- 1 - JI Viola Model 300 (15.5 or 16") outfit (bow and case)
- 2 - German style Bass Bow (model 75/85)
- 1 - French Bass Bow model FORTE

These instruments will be used in the orchestra MUS 16, but may also be used in music theory classes or other music classes studying the properties of string instruments. These instruments will also be used for festivals, concerts and competitions.

Currently LPC does not own any violas and only one cello that was donated. The bass bows are different styles so that students have both to learn on.

Historically, educational institutions ranging from middle schools to private conservatories, supply instruments for student use. These instruments will expand access to the LPC Music program by providing instruments to learn and perform on and therefor, ensembles to play in. There are many students who need experience in a performing group and doubling of instruments. Many of the Tri-Valley students who have played in K-12 music programs have had a wide variety of instruments to perform on that are school owned. By having this equipment request fulfilled, this will also provide opportunities for some under-represented populations as well.

After researching various music stores, Ingram & Braun (local business, Plesanton) gave us the best prices for these instruments - PLEASE NOTE DISCOUNT.

Equipment Location Building: 4000 Room: 4138

**Location Comments:**

There is ample space for these instruments.

MRS  
②

## SECTION 2: EQUIPMENT DESCRIPTION

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The equipment is:    A Replacement    An Upgrade    New Equipment/Technology

**Describe the specific equipment requested and how it will be used to replace, upgrade or provide new technology to LPC from what is currently in place:**

These instruments are new to the music program and to our campus. The instrumental music department continues to grow due to a healthy and vibrant program with the support of three full time instructors

This is a major upgrade!

Students who come to LPC from neighboring high schools usually do not purchase violas or cellos, their schools provide the instruments for them.

We need to be able to provide these instruments in support of our program and recruiting.

This upgrade/new equipment/instruments will also put LPC in closer range in educational status and standings with our sister college, Chabot.

**SECTION 2: EQUIPMENT DESCRIPTION (contd)**

**If applicable, describe the legal requirement, mandate, or safety concern for purchase of this equipment, making specific reference to the legal requirement or regulation:**

N/A

## SECTION 3: LPC MISSION STATEMENT AND LPC PLANNING PRIORITIES

### LPC MISSION STATEMENT:

LPC is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

### LPC PLANNING PRIORITIES:

- ❖ **Accreditation:** Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ **Curriculum:** Provide necessary institutional support for curriculum development and maintenance.
- ❖ **Tutoring Services:** Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.
- ❖ **Professional Development:** Coordinate available resources to address current and future professional development needs of faculty, classified professionals, and administrators in support of educational master plan goals.

### **Specify how the equipment supports *LPC's Mission Statement and Planning Priorities:***

Supports LPC Mission Statement - educational opportunities and support for completion of students' transfer, degree.

LPC Planning Priorities - Accreditation: Establish regular and ongoing processes to implement best practices to meet ACCJC standards.

## SECTION 4: EDUCATIONAL ITEMS – PROGRAM REVIEW

### Specify the educational programs this equipment supports:

The Music Program as a whole.

MUS 16 - Orchestra and students in the orchestra and all performing groups.

MUS 8A/B and MUS 10A/B - Music Theory classes that learn ranges of different instruments so that they can learn compositional techniques and have the instruments on hand instead of MIDI instruments.

These instruments will also be used in Theater productions of musicals and plays.

We have been collaborating with the Dance Department so these instruments will have their debut in Dance classes. We have had LPC student musicians perform live along side of dancers this past 2 years. It's an incredible opportunity for student dancers to practice/perform with live musicians (and vice-versa!) - not an opportunity that comes up often even in 4-year colleges. Mostly dance classes and production classes use canned music.

**If this equipment is included in your Program Review, please include the exact wording. If equipment is not included, explain why:**

### B. Changes to Program and Needs:

#### Facilities, Supplies, and Equipment

In order to teach our ensembles more effectively we also ask for more instruments and storage: a celesta (\$5000), Sabian Crotales(\$1800), Wenger storage lockers for instruments (\$12000), cart of Wenger music stands, empty cart for music stands, Wenger Music chairs without arms and cart,

two violins (\$2000), four violas (\$4000), four celli (\$ 6000),

one bass (\$1600), one bass pickup (\$475). All instruments will come with cases.

## SECTION 5: TEACHING AND LEARNING

### **Describe in detail the impact this equipment will have on teaching:**

The impact of having this equipment is monumental, for teaching.

RECRUITING - We have lost students to other schools because we have not had the proper or even adequate equipment for them to rehearse or perform on. As mentioned, many students do not own their own instruments due to cost and storage of larger or unique instruments.

As mentioned above, educational institutions ranging from middle schools to private conservatories, supply instruments for student use. These instruments will expand access to the LPC Music program by providing instruments to learn and perform on and therefor, ensembles to play in. By having this equipment request fulfilled, this will also provide opportunities for some under-represented populations as well.

Students will sound better practicing on good instruments, allowing teachers to work on greater details rather than basics. There will be less time spent on struggling with lesser made instruments (intonation, tone...) and more time spent on finer details for musicianship.

\* We will not need to rent instruments as we've had to do in the past. We have rented or borrowed instruments from Chabot, local music stores and high schools, friends and colleagues. While this has worked, it is not professional or credible looking to the students or the community. We cannot keep relying on these strong 'friendships' to carry the LPC Music Department. Less time will be spent on looking for/renting instruments for our students.

### **Describe in detail the impact this equipment will have on learning:**

Having the proper instruments to lean on will encourage and entice students to come to LPC, sign up for music classes as well as pursuing their educational goals and/or degrees/certificates. This will attract students with varying levels of greater musical skills. This is important for creating a healthy competition and collaboration within the student population in our classes and performances.

These instruments are not usual for students to own, but are typical and an expected part of a functioning music department. Middle Schools through to Universities have instruments that students may check out and use either as a main instrument or to be used as a doubling of a second instrument. This is extremely important for future teachers or future professional musicians.

Students will gain greater proficiency on their instruments. The requested instruments are necessary to round out the performing groups we offer and as mentioned above, not typical to student ownership, yet will be a beneficial enhancement to instruction, teaching and learning in support of the AA-T and AA degrees in Music.

There are many students who need experience in a performing group and doubling of instruments. Playing in a variety of ensembles is an important part to being a well-rounded musician/educator.

Each academic year, this equipment will impact:       4+    60+  
\_\_\_\_\_ # of classes/sections       \_\_\_\_\_ # of students

## SECTION 6: OUTCOMES (SLOs)

Using your documented SLOs, specify how the equipment will enable student learning outcomes to be achieved.

This equipment supports our SLOs in helping students achieve a higher level of complete musicality through the use of the Colleges' instruments.

The equipment purchased and used by LPC students will most certainly help achieve the below student outcomes.

Facilitating student access, retention and success.

At the end of the semester the students will demonstrate the ability to play on pitch in a section and ensemble as directed by a conductor.

Perform stylistically appropriately to the period/style of the composition.

Students will demonstrate an adherence to recognized standards of professionalism in a rehearsal setting.

### **What are the consequences related to learning outcomes if request is not funded?**

If the request is not funded the consequences are desolate.

Goals and outcomes are not achieved and the music programs cannot thrive or maintain their respected standing in the educational community as well as the community at large.

LPC is one of the few Community Colleges that has an orchestra that is a majority enrollment of students rather than a 'community' group.

Students are now playing on older, borrowed instruments that can only be fixed up to a certain point. These instruments are mid-high level constructed instruments. Many professional musicians would be happy to play on these new instruments for they are solid, hold tunings, and have rich full tones.

Inram & Brauns will set them up to fit our students needs.

Having nicer instruments for LPC students to practice/perform on is the best recruiting possible as well as supporting our students with achieving their goals to becoming stronger musicians as they transfer to higher institutions.

## SECTION 7: TOTAL COST OF OWNERSHIP (FINANCIAL & SUSTAINABILITY)

**What is the potential life span of the requested equipment?**

50 years plus. These string instruments are highly crafted quality instruments that have a 'lifetime' lifespan as long as they are maintained properly and at regular intervals.

Think of the Stradivarius instruments that were constructed in the late 1600's. While these are certainly not that level, they are very fine instruments that will last.

**If new storage is needed what are the storage requirements, location requirements, and costs associated with the new equipment: (NOTE: Specific storage costs should be detailed in the "Part A: Initial Start-up Costs" section below.)**

N/A

**If this equipment replaces old equipment but the old equipment will not be retired, are there on-going storage requirements, location requirements, and costs associated with the old equipment? If so, provide details.**

N/A



**What will be required to maintain the equipment, such as regular servicing or upkeep? (Specific on-going costs should be detailed in the "Part B: On-Going Annual Operating Costs" sections below as applicable.)**

Maintenance will be relatively low and usually only at the end of the school year (spring semester going into summer session)

Routine maintenance will be performed by current music faculty/staff and students, or will be sent out to local music stores who will perform any other repair services.

With yearly preventative maintenance service, the instruments will hold their value and larger servicing will be minimal. The estimated costs for yearly cleaning and servicing might range from \$100-\$500. The cost would be absorbed with the music department's budget.

**Explain how this equipment meets or exceeds basic sustainability efforts and/or provides renewable resources to the college:**

This equipment exceeds basic sustainability goals in that they are of the highest quality, and will not need replacing with proper instructional maintenance.

These instruments are known for being durable.

They are technically ranked in the superior category for teaching and learning.

The College will not be spending money on instrument rentals.

**Part A: Initial Start-up Costs**

<u>Item</u>	<u>Cost</u>	<u>Comments</u>
Equipment or Materials	\$4307.00	
Taxes (9.5%)	0	Included
Shipping or Delivery Charge	0	
Installation Costs *	0	
Miscellaneous Costs:	0	
Facilities Modifications	0	
Operator Training	0	
Maintenance & Repair Training	0	
Storage	0	
Other: _____	0	
Vendor Discount		See invoice!!
<b>Grand Total:</b>	\$4307.00	

**\*For items requiring installation, requesters are required to check with District Purchasing (Victoria Lamica) regarding District policies.**

**Part B: On-Going Annual Operating Costs**

<u>Item</u>	<u>Cost</u>	<u>Comments</u>
Annual Service or Maintenance	>\$100.	will be done by instructors/students
Estimated Parts Replacement Per Year	0	
Outside Standardization or Calibration Costs	0	
Storage Costs	0	
New Supply Costs	0	
Miscellaneous Costs:	0	
Maintenance & Repair Labor		see above
Other: _____		
<b>Annual Operating Costs:</b>	\$100.	

Indicate the source of funding for on-going annual operating costs:  
Only minimal costs for cleaning/repairs, mostly will be done by instructors. Repairs will also fall under students rental obligations.

**Part C: Incremental Labor Costs**

**OPERATOR:**

Indicate the key operator: Cindy Rosefield

Is this in their current scope of duties? yes

Indicate cost to train key operator (include in Initial Start-up Costs above): 0

Indicate amount of time per month key operator will use equipment: 0

**MAINTENANCE & REPAIRS:**

Indicate the person performing maintenance and repairs: Cindy Rosefield

Is this in their current scope of duties? Yes...

Indicate cost to train for maintenance and repairs: 0

Indicate amount of time per month maintenance will be required: 0

**APPROVALS**

Funded requesters will be expected to respond to a brief RAC feedback survey by a requested deadline. Requests for computer-related equipment and printers must be reviewed by the LPC IT Department.

Signatures:

Cindy B Rosefield  
Requester

11/7/17  
Date

IT Department (if required)

Date

[Signature]  
Dean/Manager

Date

[Signature]  
Vice President

Date

November 6, 2017



1709 Yosemite Blvd., Modesto, California 95354 (209) 571-0133 Fax (209) 571-0152  
3160 Santa Rita Rd., Suite B4, Pleasanton, California 94566 (925) 462-3667  
[www.ibmusik.com](http://www.ibmusik.com)

Las Positas College Quote

*all prices include tax and shipping and set up of instruments*

2 - Knilling Bucharest Cello 4/4 outfit	\$1130 each (retails for \$2349 +tax)
2 - JI Viola Model 35 (15.5 or 16") outfit	\$435 each (retails for \$957 +tax)
1 - JI Viola Model 300 (15.5 or 16") outfit (extra 1-2 months shipping on 16" only)	\$900 each (no official retail/ >\$1000)
1 - German Bass Bow model 75	\$79 each (retails for \$200 +tax)
1 - German Bass Bow model 85	\$99 each (retails for \$250 +tax)
1 - French Bass Bow model FORTE	\$79 each (retails for \$200 +tax)
<b>TOTAL</b>	<b>\$4307.00</b>

Zack Ingram

# REQUISITION FOR EQUIPMENT, SUPPLIES, APPARATUS AND SERVICE

No. \_\_\_\_\_

Chabot-Las Positas Community College District

Chabot  Las Positas  District

Cindy B Rosefield

Music A & H

Nov 3, 2017

Requestor \_\_\_\_\_

Department \_\_\_\_\_

Date \_\_\_\_\_

Purchasing Office Use Only

Delivery Required By: \_\_\_\_\_ Room #: 4138  
(If Capital Outlay, Room # Required)

### Only One Vendor Per Requisition

#### Suggested Vendor (Address & Contact Information)

Ingram & Brauns  
3160 Santa Rita Rd Suite B4  
Pleasanton, CA 94566

Description (Model No., Size, Color, etc...)	QTY	Estimated Unit Price
Knilling Bucharest Cello 4/4 outfit	2	\$1130
Ji Viola Model 35 (15.5 or 16") outfit	2	\$435
Ji Viola Model 300 (15.5 or 16") outfit	1	\$900
German Bass Bow Model 75	1	\$79
German Bass Bow Model 85	1	\$99
French Bss Bow Model FORTE	1	\$79

Notes: NO SUBSTITUTE VENDOR - Ingram & Brauns  
have given us an incredible discount!  
Please contact Cindy Rosefield on arrival of  
instruments

Shipping 0  
Tax 0  
Labor/Installation \$ 0.00  
TOTAL \$4307.00

Account #: \_\_\_\_\_

Division Dean Signature

Vice President Signature

F.O.B. \_\_\_\_\_ Terms \_\_\_\_\_ Quote \_\_\_\_\_

Business Office  
Signature