

INSTRUCTIONAL EQUIPMENT REQUEST 2017-2018

Internal Use
IE #: FALL-15
Total \$: 41,173.22

Requester Name: Daniel G Cearley Division Name: CATSS/Anthropology

SECTION 1: SUMMARY INFORMATION

Brief Title of the Request:

Title: New Anthropology Laboratory Equipment

The anthropology department has secured a new laboratory/lecture space in Building 1000 that is currently under construction with a slated opening date for the Fall 2018 semester. In contrast to the current classroom that is designed specifically for a lecture format, this new space is a dedicated "wet" laboratory space with sinks, countertops, storage, and spill resistant flooring. It was specifically designed to provide a hybrid teaching environment for lecture and hands-on laboratory exercises. In order to fully exploit this arrangement, it will be necessary to secure adequate equipment to allow students to better visualize, measure, and document during classroom activities and exercises. This request is timely, as we'll be occupying our new space just in time to launch our Archaeology Laboratory (ANTR 2L) in Fall 2018. In planning for this request, the anthropology faculty has reviewed the current inventory of teaching materials and created a list of equipment necessary to update and enhance instruction in order to assure student success and preparation for the job market.

Equipment Location Building: 1000 Room: 1061

Location Comments:

This building is currently under construction with a planned opening for the Fall 2018 semester.

SECTION 2: EQUIPMENT DESCRIPTION

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:

This request covers three fundamental aspects to a laboratory environment: reference and teaching materials, measuring/observational tools, and documentation equipment. In each of the categories, these materials will create a better learning environment for students and allow instructors more flexibility to create laboratory exercises using improved data collection techniques.

The following reference items are in need of replacement:

- one (1) global topographic/political map on wood rail mounting (the existing map has been defaced by permanent marker) (\$199.95 from worldmapsonline.com)
- SUBTOTAL: \$199.95

In order to adequately serve all students enrolled in biological and forensic anthropology lecture classes and hands-on laboratory classes, the following items must be acquired:

- one (1) articulated standing (rod-supported) human female skeleton, for teaching human osteology (\$1959.95 at carolina.com);
 - one (1) articulated standing human muscular and ligamentous skeleton, for teaching human osteology (\$1122.00 at carolina.com);
 - six (6) disarticulated human skeletons with storage cases, to decrease the student-to-skeleton ratio in laboratory exercises (6 @ \$605.95 each at carolina.com);
 - one (1) articulated 14 to 16 month old human skeleton, for exercises on aging (\$1295.00 at boneclones.com);
 - one (1) disarticulated 5 year-old human skeleton, for exercises on aging (\$1295.00 at boneclones.com);
 - one (1) articulated Australopithecus afarensis skeleton, for enhancing the students' ability to visualize a critical period of human evolution that is difficult to apprehend through skull casts alone (\$6500.00 at boneclones.com);
 - one (1) Ardipithecus ramidus skull, for studying of the evolution of hominin crania (\$379.00 at boneclones.com);
 - one (1) Australopithecus afarensis skull "Lucy" (dark finish), for studying of the evolution of hominin crania (\$280.00 at boneclones.com);
 - one (1) Australopithecus africanus skull SIs 5 "Mrs. Ples", for studying of the evolution of hominin crania (\$280.00 at boneclones.com);
 - one (1) Homo habilis skull OH24, for studying of the evolution of hominin crania (\$195.00 at boneclones.com);
 - one (1) Homo habilis KNM-ER 1813 skull Sawyer-Deak Reconstruction, for studying of the evolution of hominin crania (\$385.00 at boneclones.com);
 - one (1) Dmanisi Homo erectus Skull 5, for studying of the evolution of hominin crania (\$379.00 at boneclones.com);
 - one (1) Homo neanderthalensis skull La Chapelle-aux-Saints, for studying of the evolution of hominin crania (\$280.00 at boneclones.com);
 - one (1) Homo neanderthalensis Skull La Ferrassie 1, for studying of the evolution of hominin crania (\$280.00 at boneclones.com);
 - one (1) Cro-Magnon 1 skull and jaw, for studying of the evolution of hominin crania (\$280.00 at boneclones.com);
 - one (1) Homo floresiensis skull (Flores Skull LB1), for studying of the evolution of hominin crania (\$325.00 at boneclones.com);
 - one (1) Siberian Gray Wolf skull, for studies of comparative cranial osteology (\$199.00 at boneclones.com);
 - one (1) White-tailed Deer skull, for studies of comparative cranial osteology (\$175.00 at boneclones.com);
 - one (1) English Bulldog skull, for studies of comparative cranial osteology (\$170.00 at boneclones.com); and
 - one (1) Munsel Soil Color guide, to be used as a reference for geologic soil descriptions (\$62.00 at carolina.com).
- SUBTOTAL: \$19,476.65

Currently there is no equipment to increase a student's ability to visualize or document bone morphology, wear patterns, or minute variations in objects. The following observational and measuring equipment is lacking and should be acquired in order to increase student success:

- twenty-four (24) table-top lighted magnification glasses (one per laboratory student); (24 @ \$103 at <http://www.forestry-suppliers.com>)
 - twenty-four (24) hand-held low range magnifying eye loupes (one per laboratory student); (\$6 at <http://www.forestry-suppliers.com>)
 - one (1) 220x digital magnifying scope with Gooseneck Stand, to allow digital images to be produced and shared; (\$578 at <https://www.microscope.com>)
 - one (1) digital SLR camera with macro lens and tripod, to allow students to produce and share high quality images (since photographic references scales are necessary in comparative research); and (\$1989 at <https://www.bhphotovideo.com>)
 - one (1) Total Station Laser Theolite with tripod, prism, rod, and carrying case, to enable students to accurately position objects in three dimensional space and discern patterning. (\$7115 @ at <http://www.engineersupply.com>)
 - one (1) Photographic Reference scales, to allow comparative research; (\$13 at <http://www.crimescene.com>)
 - one (1) Photographic Reference scales L-Hinged, (\$18 at <http://www.crimescene.com>)
- SUBTOTAL: \$ 12,334

The Program's available measuring equipment is insufficient or antiquated, and the following materials are needed for use in the laboratory to increase student preparation for careers in the field:

- three (3) osteometric boards, to decrease the student-to-equipment ratio during laboratory exercises; (3 @ \$154 at <https://www.carolina.com>)
 - twelve (12) 6" dial Vernier calipers, to increase student comprehension of osteometric measurement; (12 @ \$32 at <https://www.grainger.com>)
 - twelve (12) Spreading Bow metal calipers, to replace existing plastic calipers that produce inconsistent results; (12 @ \$37 at <https://www.grainger.com>)
 - ten (10) 4000g electronic scales, fundamental to any physical laboratory to allow weight measurements to be conducted; (10 @ \$105 at <http://www.forestry-suppliers.com>)
 - one (1) set of graduated cylinders, fundamental to any physical laboratory to allow volumetric measurements; and (\$44 at <https://www.carolina.com>)
 - one (1) set of graded sieve screens, to allow for the inclusion of micro botanical studies. (\$84 at <http://www.forestry-suppliers.com>)
- SUBTOTAL: \$2470

The following equipment must be obtained in order to train archaeology students for work in the field by doing hands-on excavations:

- fifteen (15) trowels; (15 @ \$14 at <http://www.forestry-suppliers.com>)
 - ten (10) spade shovels; (10 @ \$26.50 at <http://www.forestry-suppliers.com>)
 - three (3) square shovels; (3 @ \$35 at <http://www.forestry-suppliers.com>)
 - five (5) picks; (5 @ \$18 at <http://www.forestry-suppliers.com>)
 - two (1) north arrow; (2 @ \$22 at <http://www.forestry-suppliers.com>)
 - ten (10) sifting screens; (10 @ \$112 at <https://www.stoneyknoll.com>)
 - one (1) photo board; (\$162 @ at <http://www.forestry-suppliers.com>)
 - ten (10) whisk brooms; (10 @ \$6 at <http://www.forestry-suppliers.com>)
 - one (1) one-meter mapping frame; (\$180 at <http://www.forestry-suppliers.com>)
 - three (3) fifty-meter survey tapes; (3 @ \$39 at <http://www.forestry-suppliers.com>)
 - six (6) three-meter tapes; (6 @ \$3 at <http://www.forestry-suppliers.com>)
 - four (4) bubble line levels; and (4 @ \$3 at <http://www.forestry-suppliers.com>)
 - three (3) plastic storage containers. (3 @ \$90 <https://www.uline.com>)
- SUBTOTAL: \$ 2,648

GRAND TOTAL: \$37,129

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:

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:*

Space has already been allocated for the creation of a dedicated anthropology lecture/laboratory classroom; all that remains is to outfit it for practical use. The materials requested herein are largely considered indispensable for such a facility, particular one with Program goals such as our own. Each of the items in this request will help instructors train students to make scientific observations, measurements, and comparisons during hands-on exercises. Students assume to the role of a researcher and hone basic skills necessary for a wide array of disciplines and career goals. This new mixed use space and the Program assets housed therein will continue to provide a significant and growing number of students with general educational course offerings as part of their Life Science and Social Science requirements for transfer. While facilitating the transfer of anthropology majors earning our AA-T degree, the requested materials will also be fundamental to the success of our archaeology and forensic anthropology curricula, which is expected to serve as the basis for an upcoming expansion into a new CTE Certificate Program in Cultural Resource Management, an established and growing field in environmental science.

SECTION 4: EDUCATIONAL ITEMS – PROGRAM REVIEW

Specify the educational programs this equipment supports:

The equipment and teaching materials listed in this request will support the Anthropology Program, and will provide increased services to ancillary programs such as Administration of Justice, Geology, and Geography. The range of materials will provide a solid basis to enhance exercises in Forensic Anthropology, a course cross-listed with Administration of Justice, and allow for future curriculum development to include a forensic anthropology lab course. There is significant cross-pollination between archaeology and geology with requested equipment devoted to soil documentation and analysis. In a similar manner, students pursuing an emphasis in archaeology are encouraged to take courses in geography and the total station mapping equipment will create opportunities for geography students to train in survey techniques.

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

Short-term goals

3. The archaeology field course cannot function properly until we acquire necessary field equipment. This includes tools for excavation such as shovels, picks, trowels, buckets, screens, tarps, wheelbarrows, plastic storage containers, pin flags, flagging tape, measuring tapes (5m, 50m, 100m), twine, wooden stakes, 12” nails, and north arrow reference scales.

4. We hope to identify funding that will support the new laboratory space which will be in need of teaching, measuring, documenting, and reference materials. Necessary items include: Graduated cylinders, a graduated 2L pitcher, protractor gauges (15), a profile gauge (1), a sliding t-bevel (1), a scale with height (1), sliding calipers (15), spreading calipers (15), osteometric boards (5), a hanging scale (1), 4k gram weight scales (10), desk mounted magnifying lamps (24), a single dissecting microscope, and hand held magnifying lenses (15). Our human skeletal reference collection, currently limited to one articulated model, must be augmented by the addition of a second standing skeleton of the opposite sex. We must also add six disarticulated human skeletons to our collection in order to reduce the ratio of students to skeletons during hands-on exercises.

Long-term goals

2. The new laboratory space will provide support for the forensic anthropology, archaeology lecture, and archaeology field courses. Photographic equipment, reference scales, and a desktop photographic suite must be acquired in order to assure the success of students in these courses.

4. A source of funding must be identified for the electronic survey equipment required by the archaeology field course.

SECTION 5: TEACHING AND LEARNING

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

The requested items will have a significant impact on teaching by fortifying the existing resources and providing new equipment to instructors, allowing increased flexibility in creating a wide array of new curriculum and hands-on exercises. The additional measurement tools will permit the inclusion of more rigorous qualitative and quantitative techniques to all courses. By replacing and updating the comparative collection of skeletal materials, instructors will be able to directly make clearer visual references and utilize these as points of reference for analysis during exercises. This request increases the ability of instructors to include digital observations within exercises using magnification, digital imagery, and 3D spatial location. These digital formats are easily shared and will allow teaching to occur among and between students, creating a more collaborative teaching environment.

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

As a collection, these materials will create a varied learning landscape and provide tools for different learning styles to be addressed. Most prominently, this investment includes enhanced visual and tactile experiences for students. These materials will reduce group sizes and increase the amount of time individual students will be able to interact with teaching materials. With the additional measuring and observational equipment, students will make more nuanced quantitative and qualitative assessments. By applying these techniques to solving a problem associated with the reference material, this model of “learning by doing” can have significant impact on comprehension. In addition, if the individual findings are documented in a digital format, these can be shared and compared among students creating an expanded learning environment with students learning from their peers.

Each academic year, this equipment will impact: ²⁶ ____ # of classes/sections ⁷⁰⁰ ____ # of students

SECTION 6: OUTCOMES (SLOs)

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

The equipment and resources presented provide very direct means to address the main SLOs at the program level. These investments will increase a student's ability to apply anthropological techniques to collect qualitative and quantitative data. Specifically, this will allow students to make measurements and observations to assess human variation using existing teaching materials and bring their findings into a wider discussion of the significance of natural selection and the social construction of race.

AA-T

Students will be able to deconstruct the biological concept of "race."

Students will be able to use anthropological research methods to gather data (including research in contemporary journals, field work, and the systematic analysis of findings).

At the individual course level, students will be able to address additional learning goals. For Biological anthropology lecture and laboratory courses, these materials will increase the ability to identify, discuss, and interpret the human lineage of fossil hominid species. It will also further allow the more rigorous application of the scientific method to questions of natural selection by creating an increased skeletal comparative collection to study and more techniques to collect data.

ANTR1 - Biological/Physical Anthro

- Students will be able to deconstruct the biological concept of "race."
- Students will be able to describe and identify fossil hominid species.
- Students will be able to explain how natural selection works.

ANTR1L - Biological/Physical Anthro Lab

- Students who take courses in anthropology should be able to successfully deconstruct the biological concept of "race".
- Students will be able to apply the scientific method to research in anthropology.
- Students will be able to identify fossil hominid species including osteological adaptations.

The investment in measuring, observational methods, and field equipment will allow students to collect, document, and apply archaeological theory in an applied setting.

ANTR2 - Introduction to Archaeology

- Students will be able to use theory to interpret archaeological data

In addition to the above explanations, the expanded collection of skeletal resources and the more nuanced ability to make observations and measurements will allow a more comprehensive teaching environment to address the analysis of human remains for consistency to demographic profiles and pathology.

ANTR13 - Intro to Forensic Anthropology

- Students will be able to analyze human bones for identification of sex, ancestry, age, trauma and stature

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

Failure to secure these resources would significantly hinder our ability to lead students to success in the above-noted SLOs. There are direct implications for the upcoming ANTR 2L course, which cannot run without the laboratory and field equipment specified in this request. Further, lacking this equipment for hands-on training, we cannot hope to prepare students for careers in the field.

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

What is the potential life span of the requested equipment?

The expected lifespan of the equipment varies, given the variety of the equipment and resources requested, although it is assumed that these resources reflect a minimum of five to ten years life span. Those items which are heavily utilized in outdoor activities will be more susceptible to damage and the pieces dependent upon model specific batteries or are electronic in nature may enter this category. The items which are analog, for example, non-electronic tools such as gauges and calipers, have a significantly higher lifespan. Many of the skeletal casts and reproductions will constitute a more permanent presence given the near museum quality facility in which these will be housed.

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.)

In the short term, field equipment will be housed in the new classroom, however funding through internal grants such as the CARE Fund Special Projects Grants and the LPC foundation will be pursued to secure an external storage container.

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.

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.)

There is no anticipated cost for upkeep.

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

Many of the resources requested are durable and will not need to be replaced unless lost.

Part A: Initial Start-up Costs

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

*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		
Estimated Parts Replacement Per Year		
Outside Standardization or Calibration Costs		
Storage Costs		
New Supply Costs		
Miscellaneous Costs:		
Maintenance & Repair Labor		
Other: _____		
Annual Operating Costs:		

Indicate the source of funding for on-going annual operating costs:

The requested equipment will not incur significant annual operating costs, however there will be operating costs for the laboratory as a whole. This includes items that are used by the students during exercises and activities. It is suggested that funding may be sought through lottery monies, since these will be less than \$1,000 per academic year.

Part C: Incremental Labor Costs

OPERATOR:

Indicate the key operator: _____

Is this in their current scope of duties? _____

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

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

MAINTENANCE & REPAIRS:

Indicate the person performing maintenance and repairs: _____

Is this in their current scope of duties? _____

Indicate cost to train for maintenance and repairs: _____

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

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.

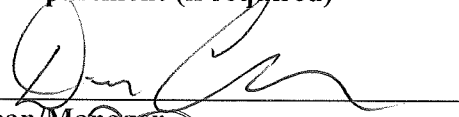
Signatures:


Requester

11/8/2017.
Date

IT Department (if required)

Date


Dean/Manager

11-27-17
Date


Vice President

Date

LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition

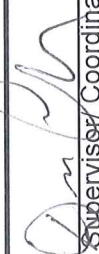

#R

FOR REIMBURSEMENT: List payee name & W# TAX ID#
 SUGGESTED VENDOR Carolina Biological Supply Company
 NAME OF STAFF MEMBER Daniel Cearley DATE WRITTEN 8-Nov-17 DATE REQUIRED DIVISION/ DEPARTMENT For inventory purposes include room # where equipment will reside: 1061 CATSS

FOR OFFICE USE ONLY
 RETURN COPY of REQUISITION TO:

DESCRIPTION	(PRODUCT, TYPE, SIZE, COLOR, STOCK NUMBER)	UNIT	QTY	UNIT PRICE	Air
Somso® Human Female Skeleton	Item # 246869		1	\$ 1,959.95	\$ 1,959.95
3B® Human Muscular and Ligamentous Skeleton	Item # 246896		1	\$ 1,122.00	\$ 1,122.00
3B® Diarticulated human skeleton with cases Skeleton	Item # 246777		6	\$ 605.95	\$ 3,635.70
Munsel Soil Color guide	Item # GEO801		1	\$ 62.00	\$ 62.00
Carolina Osteometric Board	Item # 249800		3	\$ 154.00	\$ 462.00
Graduated Cylinder Set	Item # 961865		1	\$ 35.35	\$ 35.35
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Vendor Information/ Remit To:					
Deliver To, include room # (optional):					
Comments:					
BT#					
Subtotal				\$	7,277.00
Tax				\$	0.0950
Shipping (if available):					
TOTAL COST				\$	7,968.32

ACCOUNT # _____ FUND _____ ORG _____ ACCT _____ PROGRAM _____ Business Office

APPROVALS  Supervisor/ Coordinator/ Director  Dean/ VP/ President

LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition

#R

FOR REIMBURSEMENT: List payee name & W# TAX ID#

SUGGESTED VENDOR **crimescene.com**

NAME OF STAFF MEMBER **Daniel Cearley** DATE WRITTEN **8-Nov-17** DATE REQUIRED DIVISION/ DEPARTMENT For inventory purposes include room # where equipment will reside: **1061**

FOR OFFICE USE ONLY

RETURN COPY of REQUISITION TO:

DESCRIPTION (PRODUCT, TYPE, SIZE, COLOR, STOCK NUMBER)

Photographic Reference scales

Photographic Reference scales L-Hinged

Vendor Information/ Remit To:

Deliver To, include room # (optional):

Comments:

BT#

Subtotal

Tax

Shipping (if available):

TOTAL COST \$ **33.62**

ACCOUNT #

FUND#

ORG

ACCT

PROGRAM

APPROVALS

Supervisor/ Coordinator/ Director

[Signature]

Business Office

[Signature]

Dean/VP/ President

LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition

#R

FOR REIMBURSEMENT: List payee name & W# TAX ID#
 SUGGESTED VENDOR **Forestry Suppliers, Inc**

NAME OF STAFF MEMBER **Daniel Cearley** DATE WRITTEN **8-Nov-17** DATE REQUIRED DIVISION/ DEPARTMENT For inventory purposes include room # where equipment will reside: **1061**

FOR OFFICE USE ONLY

RETURN COPY of REQUISITION TO:

DESCRIPTION	(PRODUCT, TYPE, SIZE, COLOR, STOCK NUMBER)	UNIT	QTY	UNIT PRICE	Air
Alvin® Magnifier Lamp	Stock Number: 61468		24	\$ 103.00	\$ 2,472.00
10x Pocket Loupe	Stock Number: 61136		24	\$ 6.30	\$ 151.20
Ohaus® CS 2000 "Portable Standard" Balance	Stock Number: 93608		10	\$ 105.00	\$ 1,050.00
Hubbard #548 Screen Six Sieve Set	Stock Number: 53715		1	\$ 83.50	\$ 83.50
Trowels	Stock Number: 53717		15	\$ 13.75	\$ 206.25
Spade shovels	Stock Number: 33819		10	\$ 23.95	\$ 239.50
Square shovels	Stock Number: 33882		3	\$ 34.50	\$ 103.50
Picks	Stock Number: 33872		5	\$ 17.25	\$ 86.25
north arrow	Stock Number: 53151		2	\$ 21.95	\$ 43.90
Photo Board	Stock Number: 53416		1	\$ 161.95	\$ 161.95
Whisk Broom	Stock Number: 57811		10	\$ 6.25	\$ 62.50
One-meter mapping frame	Stock Number: 53158		1	\$ 179.95	\$ 179.95
50m survey tapes	Stock Number: 39978		3	\$ 33.50	\$ 100.50
Vendor Information/ Remit To:	Deliver To, include room # (optional):				


Comments:


BT#

Subtotal \$ 4,941.00
 Tax \$ 0.0950 \$ 469.40
 Shipping (if available):

TOTAL COST \$ 5,410.40

ACCOUNT # _____ FUNG _____ ORG _____ ACCT _____ PROGRAM _____
 Business Office

APPROVALS  Supervisor/ Coordinator/ Director

 Dean/ VP/ President

LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition

#R

FOR REIMBURSEMENT: List payee name & W# TAX ID# FOR OFFICE USE ONLY

SUGGESTED VENDOR **Forestry Suppliers, Inc**
 NAME OF STAFF MEMBER Daniel Cearley
 DATE WRITTEN **8-Nov-17**
 DATE REQUIRED
 DIVISION/ DEPARTMENT
 For inventory purposes include room # where equipment will reside: 1061
 RETURN COPY of REQUISITION TO:

DESCRIPTION (PRODUCT, TYPE, SIZE, COLOR, STOCK NUMBER)	UNIT	QTY	UNIT PRICE	Air
3-meter tapes		6	\$ 4.63	\$ 27.78
Bubble line levels		4	\$ 3.35	\$ 13.40

Vendor Information/ Remit To:
 Deliver To, include room # (optional):


Comments:


	Subtotal	\$ 41.18
	Tax	\$ 0.0950
	Shipping (if available):	

TOTAL COST \$ 45.09

ACCOUNT # _____ FUND# _____ ACCT _____ ORG _____ PROGRAM _____ Business Office

APPROVALS


 Supervisor/ Coordinator/ Director


 Déan/ VP/ President

LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition

#R

FOR REIMBURSEMENT: List payee name & W# TAX ID#

SUGGESTED VENDOR **Grainger**

NAME OF STAFF MEMBER **Daniel Cearley** DATE WRITTEN **8-Nov-17**

DATE REQUIRED

DIVISION/ DEPARTMENT

For inventory purposes include room # where equipment will reside: 1061

FOR OFFICE USE ONLY

RETURN COPY of REQUISITION TO:

DESCRIPTION (PRODUCT, TYPE, SIZE, COLOR, STOCK NUMBER)

Spreading Bow metal calipers

6" dial Vernier calipers

Item # 40L725

Item # 3YWR5

UNIT

QTY

UNIT PRICE

Air

12 \$ 37.20 \$ 446.40

12 \$ 31.90 \$ 382.80

\$ -

\$ -

\$ -

\$ -

\$ -

\$ -

\$ -

\$ -

\$ -

\$ -

\$ -

\$ -

Vendor Information/ Remit To: Deliver To, include room # (optional):

Comments:

BT#

Subtotal

\$ 829.20

Tax

\$ 0.0950 \$ 78.77

Shipping (if available):

TOTAL COST \$ 907.97

ACCOUNT #

FUND

ACCT

ORG

PROGRAM

Business Office

APPROVALS

Supervisor/ Coordinator/ Director

Dean/ VP/ President

LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition #R

FOR REIMBURSEMENT: List payee name & W# TAX ID#

SUGGESTED VENDOR **Stoney Knoll**

NAME OF STAFF MEMBER **Daniel Cearley** DATE WRITTEN **8-Nov-17** DATE REQUIRED _____ DIVISION/ DEPARTMENT _____ For inventory purposes include room # where equipment will reside: **1061**

DESCRIPTION (PRODUCT, TYPE, SIZE, COLOR, STOCK NUMBER)	UNIT	QTY	UNIT PRICE	UNIT PRICE	Air
Sifting screens		10	\$ 112.50	\$ 1,125.00	
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
Vendor Information/ Remit To:					
Comments:					
BT#					


FOR OFFICE USE ONLY
RETURN COPY of REQUISITION TO:


Subtotal	\$	1,125.00
Tax	\$	0.0950
Shipping (if available):		
TOTAL COST	\$	1,231.88

ACCOUNT # _____ FUNDT _____ ORG _____ ACCT _____ PROGRAM _____

Business Office

APPROVALS

 Dean/ VP/ President

 Supervisor/ Coordinator/ Director

LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition

#R

TAX ID#

FOR OFFICE USE ONLY

SUGGESTED VENDOR **Tiger Supplies**

NAME OF STAFF MEMBER **Daniel Cearley**

DATE WRITTEN **8-Nov-17**

DATE REQUIRED

DIVISION/ DEPARTMENT

For inventory purposes include room # where

equipment will reside: **1061**

RETURN COPY of REQUISITION TO:

DESCRIPTION (PRODUCT, TYPE, SIZE, COLOR, STOCK NUMBER)

DESCRIPTION	UNIT	QTY	UNIT PRICE	Air
Total Station		1	\$ 7,440.00	\$ 7,440.00
Prism	Mfr#: 6007886			
Tripod	Mfr#: 720-07 Tiger#: TS25215	1	\$ 79.00	\$ 79.00
Prism Pole	Mfr#: 80091 Tiger#: TS12134	1	\$ 55.90	\$ 55.90
	Mfr#: 808200 Tiger#: TS25598	1	\$ 119.00	\$ 119.00
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
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			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
Vendor Information/ Remit To:				
Comments:	Deliver To, include room # (optional):			
				BT#
	Subtotal		\$	7,693.90
	Tax		\$ 0.0950	730.92
	Shipping (if available):			
TOTAL COST \$				8,424.82

ACCOUNT #

FUND _____ ORG _____ ACCT _____ PROGRAM _____

Business Office

APPROVALS

[Signature]
Supervisor/ Coordinator/ Director

[Signature]
Dean/ VP/ President

LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition

#R

FOR REIMBURSEMENT: List payee name & W# TAX ID# _____

SUGGESTED VENDOR **Uline**

NAME OF STAFF MEMBER **Daniel Cearley** DATE WRITTEN **8-Nov-17**

FOR INVENTORY PURPOSES INCLUDE ROOM # WHERE EQUIPMENT WILL RESIDE: 1061

FOR OFFICE USE ONLY

DESCRIPTION	(PRODUCT, TYPE, SIZE, COLOR, STOCK NUMBER)	UNIT	QTY	UNIT PRICE	Air
Plastic storage containers	S-21901		3	\$ 90.00	\$ 270.00
Vendor Information/ Remit To:	Deliver To, include room # (optional):				
Comments:	BT#				
Subtotal					\$ 270.00
Tax					\$ 0.0950 25.65
Shipping (if available):					
TOTAL COST					\$ 295.65

ACCOUNT # _____ FUND _____ ORG _____ ACCT _____ PROGRAM _____

Business Office

APPROVALS _____

Supervisor/ Coordinator/ Director

Dean/VP/ President

LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition

#R

FOR REIMBURSEMENT: List payee name & W# TAX ID#

SUGGESTED VENDOR World Maps Online

NAME OF STAFF MEMBER DATE WRITTEN DATE REQUIRED DIVISION/ DEPARTMENT For inventory purposes include room # where equipment will reside: UNIT QTY UNIT PRICE UNIT PRICE

Daniel Cearley 8-Nov-17

1061

FOR OFFICE USE ONLY

RETURN COPY OF REQUISITION TO:

DESCRIPTION (PRODUCT, TYPE, SIZE, COLOR, STOCK NUMBER)

Global topographic/political map on wood rail mounting

A2-ETOPO-2L-3

199.00

\$

\$

\$

\$

\$

\$

\$

\$

\$

\$

\$

\$

\$

\$

\$

\$

\$

\$

\$

\$

\$

\$

Vendor Information/ Remit To: Deliver To, include room # (optional):

Comments:

BT#

Subtotal

\$ 199.00

Tax

\$ 0.0950

Shipping (if available):

TOTAL COST \$ 217.91

ACCOUNT #

FUND

ORG

ACCT

PROGRAM

Business Office

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Dean/ VP/ President

LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition #R

FOR REIMBURSEMENT: List payee name & W# TAX ID#

SUGGESTED VENDOR **bhphotovideo**

NAME OF STAFF MEMBER **Daniel Cearley** DATE WRITTEN **8-Nov-17**

DIVISION/ DEPARTMENT For inventory purposes include room # where equipment will reside: 1061

FOR OFFICE USE ONLY

RETURN COPY OF REQUISITION TO:

DESCRIPTION (PRODUCT, TYPE, SIZE, COLOR, STOCK NUMBER)	UNIT	QTY	UNIT PRICE	UNIT PRICE	Air
Digital SLR camera	B&H # NID56001855 MFR # 1576	1	\$ 796.96	\$	796.96
Macro lens	B&H # NI8535GAF MFR # 2190	1	\$ 527.00	\$	527.00
Tripod	B&H # MAMT290DUA3K	1	\$ 204.74	\$	204.74
Carrying Case	B&H # THADSLTSBM MFR # 3204	1	\$ 55.48	\$	55.48
Photo Stand	B&H # MYMS32 MFR # MS32	1	\$ 334.95	\$	334.95
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
Vendor Information/ Remit To:	Deliver To, include room # (optional):				
<u>Comments:</u>	BT#				
	Subtotal		\$	1,919.13	
	Tax		\$	0.0950	182.32
	Shipping (if available):				
	TOTAL COST	\$			2,101.45

ACCOUNT # FUND ORG ACCT PROGRAM Business Office

APPROVALS Supervisor/Coordinator/ Director Dean/ VP/ President

LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition #R

FOR REIMBURSEMENT: List payee name & W# TAX ID#

SUGGESTED VENDOR **Bone Clones, Inc**

NAME OF STAFF MEMBER **Daniel Cearley** DATE WRITTEN **8-Nov-17** DATE REQUIRED _____ DIVISION/DEPARTMENT **CATSS** For inventory purposes include room # where equipment will reside: **1061**

FOR OFFICE USE ONLY

RETURN COPY of REQUISITION TO:

DESCRIPTION	(PRODUCT, TYPE, SIZE, COLOR, STOCK NUMBER)	UNIT	QTY	UNIT PRICE	UNIT PRICE	Air	
Disarticulated Human 14 to 16-month-old Child Skeleton	SC-187-D		1	\$ 1,295.00	\$	1,295.00	
Disarticulated 5-year-old Human Child Skeleton	SC-183-D		1	\$ 1,295.00	\$	1,295.00	
Articulated "Lucy" Skeleton	SC-036-A		1	\$ 6,500.00	\$	6,500.00	
Ardipithecus ramidus Skull	BH-039		1	\$ 379.00	\$	379.00	
Australopithecus afarensis skull "Lucy"	BH-021-T		1	\$ 280.00	\$	280.00	
Australopithecus africanus skull Sts 5 "Mrs. Ples",	BH-007-C		1	\$ 280.00	\$	280.00	
Homo habilis skull OH24	BH-010		1	\$ 195.00	\$	195.00	
Homo habilis KNM-ER 1813 skull Sawyer-Deak Reconstruction	BH-034		1	\$ 385.00	\$	385.00	
Dmanisi Homo erectus Skull 5	BH-053		1	\$ 379.00	\$	379.00	
Homo neanderthalensis skull La Chapelle-aux-Saints,	BH-009-2		1	\$ 280.00	\$	280.00	
Cro-Magnon 1 skull and jaw	BH-017-C		1	\$ 280.00	\$	280.00	
Homo floresiensis skull	BH-033-2		1	\$ 325.00	\$	325.00	
Siberian Gray Wolf skull	BC-004		1	\$ 199.00	\$	199.00	
Vendor Information/ Remit To:	Deliver To, include room # (optional):		1				
Comments:							
						Subtotal	\$ 12,072.00
						Tax	\$ 0.0950
						Shipping (if available):	
						TOTAL COST \$	13,218.84

BT#

ACCOUNT # _____

FUND _____ ORG _____ ACCT _____ PROGRAM _____

Business Office

APPROVALS

[Signature]
Supervisor/Coordinator/ Director

[Signature]
Dean/ VP/ President

LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition #R

FOR REIMBURSEMENT: List payee name & W# TAX ID#

SUGGESTED VENDOR **Bone Clones, Inc**

NAME OF STAFF MEMBER **Daniel Cearley** DATE WRITTEN **8-Nov-17** DATE REQUIRED _____ DIVISION/DEPARTMENT **CATSS** FOR inventory purposes include room # where equipment will reside: **1061**

RETURN COPY of REQUISITION TO:

DESCRIPTION	(PRODUCT, TYPE, SIZE, COLOR, STOCK NUMBER)	UNIT	QTY	UNIT PRICE	UNIT PRICE	Air
White-tailed Deer Doe Skull	BC-100		1	\$ 175.00	\$	175.00
English Bulldog Skull	BC-128		1	\$ 170.00	\$	170.00
Homo neanderthalensis Skull La Ferrassie 1	BH-019		1	\$ 280.00	\$	280.00
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
					\$	-
Vendor Information/ Remit To:						
Comments:	BT#					

FOR OFFICE USE ONLY

Deliver To, include room # (optional):

Subtotal	\$	625.00
Tax	\$	0.0950
Shipping (if available):		
TOTAL COST	\$	684.38

ACCOUNT # _____ FUND _____ ORG _____ ACCT _____ PROGRAM _____

APPROVALS *D. L. [Signature]* Supervisor/ Coordinator/ Director

[Signature] Business Office
Dean/ VP/ President