INSTRUCTIONAL EQUIPMENT REQUEST
2017-2018

Internal Use
IE #: FALL-17
Total $: 16,223.30

Requester Name: James Weston **Division Name:** CATSS

SECTION 1: SUMMARY INFORMATION

Brief Title of the Request:

Qty 4- Hybrid/Electric/Fuel Cell Vehicle Hand and Diagnostic Tool Sets

Equipment Location Building: 800 **Room:** 808 Central Toolroom

Location Comments:

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:

We are requesting four (4) sets of electrically insulated Hybrid/Electric/Fuel Cell hand and diagnostic tools for our Alternative Fuels class. These basic hand and diagnostic tools are mandatory safety equipment when doing any kind of work in or around a Hybrid/Electric/Fuel Cell vehicles battery, electric motor or supporting systems. The tools are different than regular hand tools because they are insulated to protect the user from the potentially lethal high voltage these vehicles can produce. These tools will be new to the program, in the past during our Alternative Fuels classes we have only been able to point at look at the high voltage systems on a vehicle and literally say "don't touch anything painted orange". With these tools and equipment sets we will finally be able to show students how to actually work on these high voltage systems as opposed to standing and looking at them.

With the exponentially expanding Hybrid, Electric and Fuel Cell vehicle fleet (both public and private), especially in California, LPC Automotive Technology is hard at work upgrading our long running Alternative Fuels class. These upgrades have been spurred on by auto industry demand for technicians coming out of school with much more advanced knowledge than even 5 years ago when it comes to hybrid, electric and fuel cell vehicles. Further need stems from the fact that even conventionally powered vehicles (non hybrid/ev/fuel cell) are comming with high voltage systems now (air conditioning compressors and fuel injectors) that require insulated tools and equipment for service. Last Academic Year LPC Auto was able to acquire a very sophisticated hands on Hybrid/Electric/Fuel Cell training system and over the summer our sister program Chabot donated two Toyota Priuses. We hope this tool set will be the final step in improving our capabilities.

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:

Most definitely a safety concern. Students absolutely cannot perform even the most basic work or diagnostics on a vehicles high voltage systems without these tools. Doing so without the proper tools would be almost literal suicide which is why we currently point to these systems on these types of vehicles and say "don't touch".

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*:

Acquisition of this equipment supports LPC's mission statement by providing further educational opportunities to CTE and retraining students. Without this equipment LPC does not currently have the ability to provide these students the ability to actually use these tools as they would in industry.

As for our Planning Priorities, acquisition of this equipment will support Curriculum by allowing us to further develop a better rounded Alternative Fuels education for LPC students.

SECTION 4: EDUCATIONAL ITEMS – PROGRAM REVIEW

Specify the educational programs this equipment supports:

Automotive Technology but potentailly the tools could be accessed by any other LPC programs wanting to work on and educate students on High Voltage vehicle systems.

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

The mission statement in our program review says, "It is the primary purpose of the Las Positas College Automotive Department to deliver high quality up to date automotive technology training for the tri-valley". This equipment will help to fulfill our program review mission statement by offering the highest quality, up to date tools and equipment to our students.
Our PRU also mentions the need for"Purchasing new equipment to support growing technology needs in industry."
We did not mention these specific tool sets in our last program review because industry had not yet let us know that training with tools like these was something they wanted students to know right out of school.

SECTION 5: TEACHING AND LEARNING

Describe in detail the impact this equipment will have on <u>teaching</u>:

Very simply this equipment will allow our Auto teachers to actually teach students how to service and diagnose high voltage vehicle systems as oppsed to pointing and looking at them.

Describe in detail the impact this equipment will have on <u>learning</u>:

In the same vein as the previous question, our students will actually be able to learn how to service and diagnose these systems safely as opposed to just being told "stay away!!"

Each academic year, this equipment will impact: 2 **# of classes/sections** 105 **# of students**

SECTION 6: OUTCOMES (SLOs)

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

- Student should be able to use automotive knowledge to diagnose various automotive concerns.
- Student will be able to follow safety guidelines while employed in an automotive related job.

Without these tools our students can not honestly fulfill either of these two Auto Technology SLO's as it pertains to high voltage vehicle training.

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

We will continue to "point annd look" at a vehicles high voltage systems and students will hopefully be trained "on the job" to service these systems.

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

What is the potential life span of the requested equipment?

The majority of these tools carry a lifetime warranty so if they are destroyed by students they can be replaced. The remainder have a lifespan of 5-10 years before they wiill need to be rebuilt or replaced using exsisting program tool budget.

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.)

The only ongoing cost is to re-certify the electrical safety gloves every 6 months. The service currently costs $12 per pair so in our this case annual cost will run, $12 x 4 gloves x 2 times a year =$96 a year. Something affordable with our current program budget levels.

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

It is high quality durable and long lasting equipment that will educate students on the safe repair of the low/no carbon transportation of the present and future.

Part A: Initial Start-up Costs

Item	Cost	Comments
Equipment or Materials	$14,815.80	
Taxes (9.5%)	~~$1,370.46~~ $1,407.50	
Shipping or Delivery Charge		Free
Installation Costs *		
Miscellaneous Costs:		
Facilities Modifications		
Operator Training		
Maintenance & Repair Training		
Storage		
Other:		
Vendor Discount		Discount included in orginal price
Grand Total:	~~$16,186.26~~ $16,223.30	

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

Part B: On-Going Annual Operating Costs

Item	Cost	Comments
Annual Service or Maintenance	$96	
Estimated Parts Replacement Per Year		
Outside Standardization or Calibration Costs		
Storage Costs		
New Supply Costs		
Miscellaneous Costs:		
Maintenance & Repair Labor		
Other:		
Annual Operating Costs:	$96	

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

Exsisting program budget for tools and supplies

Part C: Incremental Labor Costs

OPERATOR:

Indicate the key operator: James Weston

Is this in their current scope of duties? Yes

Indicate cost to train key operator (include in Initial Start-up Costs above): None

Indicate amount of time per month key operator will use equipment: 2 hours

MAINTENANCE & REPAIRS:

Indicate the person performing maintenance and repairs: James Weston

Is this in their current scope of duties? Yes

Indicate cost to train for maintenance and repairs: None

Indicate amount of time per month maintenance will be required: 10 Minutes

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	**Date** 11/10/17
IT Department (if required)	**Date**
Dean/Manager	**Date** 11/10/17
Vice President	**Date**

Snap-on Industrial

Quote

Submit To: Snap-on Industrial,
A Division of IDSC Holdings LLC
PO BOX 9004
Crystal Lake, IL 60014-9004

877-740-1900

Number	**CRM-001-180846067**	**Date:**	**11/13/2017**
Type	Quote	**Valid Until:**	**1/12/2018**
Customer #	201261977		
Cust PO #	Hybrid Tool List		
Ship Via	UPS GROUND		
Terms			
Sales Rep	Robert Paredes / 916-204-4075		
Fax/Mobile			
E-mail	robert.f.paredes@snapon.com		

Delivery To : **201261977**

CHABOT-LAS POSITAS C.C.D.
ATTN: RECEIVING DEPARTMENT
3000 CAMPUS HILL DRIVE
LIVERMORE, CA 94551

ATTN: James Weston

Bill To

Hybrid Tools

Item	Description	Qnty	List Price	Unit Price	Total
212FMY	3/8DR 12PC 12PT SHL SKTSET	4	188.00	101.22	404.88
212FSMSY	3/8DR 12PC 6PT SEM SKTSET	4	228.50	123.02	492.08
212FSMY	3/8DR 12PC 6PT SHL SKTSET	4	188.00	101.22	404.88
212SFMY	3/8DR 12PC 12PT DP SKTSET	4	279.00	150.21	600.84
212SFSMY	3/8DR 12PC 6PT DP SKTSET	4	279.00	150.21	600.84
BXORM1011	10-11MM 25 REV STD RAT BXWR	4	45.75	29.84	119.36
C59AHLP	CMPOSITE LINEMAN	4	199.95	126.29	505.16
C97CP	COMP NEEDLE NOSE	4	67.95	42.92	171.68
CA1MF	COMP ADAPTOR.	4	67.00	42.32	169.28
CFDSM10B	COMP SOCKET	4	62.50	40.77	163.08
CFDSM12B	COMP SOCKET	4	62.50	40.77	163.08
CFDSM13B	COMP SOCKET	4	62.50	40.77	163.08
CFDSM14B	COMP SOCKET	4	62.50	40.77	163.08
CFDSM15B	COMP SOCKET	4	62.50	40.77	163.08
CFDSM16B	COMP SOCKET	4	62.50	40.77	163.08
CFDSM17B	COMP SOCKET	4	62.50	40.77	163.08
CFDSM18B	COMP SOCKET	4	62.50	40.77	163.08
CFDSM19B	COMP SOCKET	4	62.50	40.77	163.08
CFS949A	COMPOSITE RATCHET	4	151.00	95.37	381.48
CFSSB8	HEX BIT HOLDER	4	59.25	37.42	149.68
CFX12	3/8"COMP.12"EXT	4	56.00	35.37	141.48
CFX3	3/8"COMP.3"EXT	4	42.00	26.53	106.12
CFX6	3/8"COMP.6"EXT	4	47.00	29.69	118.76
CNSGDF66	COMPOSITE SD	4	44.00	27.79	111.16
CNSGDF68	COMPOSITE SD	4	44.00	27.79	111.16
CNSGDF69	COMPOSITE SD	4	44.00	27.79	111.16
CNSGDP61	COMPOSITE SD	4	44.00	27.79	111.16
CNSGDP62	COMPOSITE SD	4	44.00	27.79	111.16
CNSGDP63	COMPOSITE SD	4	44.00	27.79	111.16
CSN24B	COMP BKR BAR	4	151.00	95.37	381.48

Total Weight 176.76 LB **Federal ID** 36-4070294

Item	Description	Qnty	List Price	Unit Price	Total
CSN24B	COMP BKR BAR	4	151.00	95.37	381.48
CSSC9	SCREWSTARTER	4	38.00	24.00	96.00
CSX10	1/2" COMP EXT	4	72.00	45.48	181.92
CSX5	1/2" COMP EXT	4	67.00	42.32	169.28
ECF35	FLASHLIGHT	4	30.00	18.95	75.80
EEDM604E	HYBRID DMM CAT 111 1000V COLOR	4	485.99	317.01	1,268.04
GLASS30BK	BLK SFTY GLS	4	11.85	7.73	30.92
HBFE103	3PC DEAD/BLW SFT/GR HM SET	4	190.00	102.30	409.20
KNP980010	10MM INSULATED OPEN END WRENCH	4	29.46	24.40	97.60
KNP980011	11MM INSULATED OPEN END WRENCH	4	30.26	25.06	100.24
KNP980012	12MM INSULATED OPEN END WRENCH	4	31.52	26.10	104.40
KNP980013	13MM INSULATED OPEN END WRENCH	4	31.52	26.10	104.40
KNP980014	14MM INSULATED OPEN END WRENCH	4	31.98	26.49	105.96
KNP980015	15MM INSULATED OPEN END WRENCH	4	31.98	26.49	105.96
KNP980016	16MM INSULATED OPEN END WRENCH	4	35.44	29.35	117.40
KNP980017	17MM INSULATED OPEN END WRENCH	4	40.03	33.15	132.60
KNP980018	18MM INSULATED OPEN END WRENCH	4	40.08	33.19	132.76
KNP980019	19MM INSULATED OPEN END WRENCH	4	40.90	33.87	135.48
KNP980110	10MM INSULATED BOX WRENCH	4	36.02	29.83	119.32
KNP980111	11MM INSULATED BOX WRENCH	4	37.28	30.88	123.52
KNP980112	12MM INSULATED BOX WRENCH	4	37.74	31.26	125.04
KNP980113	13MM INSULATED BOX WRENCH	4	39.44	32.66	130.64
KNP980114	14MM INSULATED BOX WRENCH	4	46.10	38.18	152.72
KNP980115	15MM INSULATED BOX WRENCH	4	46.50	38.51	154.04
KNP980116	16MM INSULATED BOX WRENCH	4	47.10	39.01	156.04
KNP980117	17MM INSULATED BOX WRENCH	4	47.50	39.34	157.36
KNP980118	18MM INSULATED BOX WRENCH	4	51.28	42.47	169.88
KNP980119	19MM INSULATED BOX WRENCH	4	51.68	42.80	171.20
KNP986540	INSULATED GLOVES	4	120.92	100.15	400.60
MCI02065779	INSULATED TORQUE WRENCH	4	701.32	580.83	2,323.32

Tax and freight shown are estimates.
Applicable tax and freight will be charged to the Customers account.

The sale of product is subject to Snap-on Industrial's standard terms and conditions of sale. Placement of an order is Customer's assent to these terms and conditions and Snap-on hereby objects to any additional and/or different terms which may be contained in any Customer forms or other documents. No such additional terms will be of any force or effect.
The sale of product is subject to Customer meeting Snap-on Industrial's credit approvals. Financing through Snap-on Credit LLC is available on most purchases. Ask your Sales Rep for more information.

*Please provide vendor and pricing information to customer service on this part number.

Sub Total	**$14,815.80**
Freight	**$0.00**
Tax Total	**$1,370.46**
Total	**$16,186.26**

LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition #R

FOR REIMBURSEMENT: List payee name & ssn. TAX ID#					FOR OFFICE USE ONLY
SUGGESTED VENDOR **Snap On Industrial (do not substitute)**					
NAME OF STAFF MEMBER	DATE WRITTEN	DATE REQUIRED	DIVISION/ DEPARTMENT	**For inventory purposes include room # where equipment will reside: 808 CTR**	RETURN COPY of REQUISITION TO:
James Weston	**16-Nov-17**	**16-Jan-18**	Auto/CATSS		J. Weston, V. Ball

DESCRIPTION (PRODUCT, TYPE, SIZE, COLOR, STOCK NUMBER)	UNIT	QTY	UNIT PRICE	TOTALS
SEE ATTACHED QUOTE				

Vendor Information/ Remit To:	**Deliver To, include room # (optional):**				$ -
Snap On Industrial	James Weston 925-424-1137 Rm. 808				$ -
PO Box 9004	Las Positas College				$ -
Crystal Lake, IL 60039-9004	3000 Campus Hill Drive				$ -
Sales Rep Bob Paredes 916-204-4075	Livermore, CA 94551				$ -

Comments:				
	Subtotal			$14,815.80
	Tax	$ 0.0950		$ 1,407.50
BT#	Shipping (if available):			

Original invoices and receipts must be attached for payment. Include current taxes unless incorporated in price.

TOTAL COST $ 16,223.30

ACCOUNT # FUND ORG ACCT PROGRAM

Business Office

APPROVALS

Supervisor/ Coordinator/ Director

Dean/ VP/ President