

# INSTRUCTIONAL EQUIPMENT REQUEST

## FALL 2019-2020

Internal Use  
IE #: Fall 19-20  
Total \$: 5,931.67

Requester Name: ANDREW CUMBO Division Name: KINESIOLOGY

### SUMMARY INFORMATION

Title of Item: Exercise Equipment

Equipment Location Building: 2500 Room: PE 101, 143, 201, 202, SYNTH

Location and Delivery Comments:

### SECTION 1: 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:

These new exercise equipment sets are made with new technology. The sets include speed ladders, speed hurdles, speed parachutes, agility sticks and air filled obstacles.

The new equipment will allow students to develop and enhance speed, agility and lower body explosiveness.

RECEIVED  
Las Positas College  
SEP 20 2019  
Administrative Services  
Office of the Vice President

## **SECTION 1: 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:**

NA

## **SECTION 2: 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:***

The equipment requested supports the LPC Mission Statement as it provides support for students' to transfer and/or earn local degree(s)/certificate(s). The instructional courses that will use the equipment listed are tied to the Kinesiology Transfer Degree, Kinesiology A.A. Degree, Coaching Certificate, and Personal Trainer Certificate (In progress).

For Accreditation and meeting ACCJC standards, the primary area for this IER relates to Standard III (The institution effectively uses its human, physical, technology, and financial resources to achieve its mission and to improve academic quality and institutional effectiveness):

Standard III.B. Physical Resources

1. The institution assures safe and sufficient physical resources at all locations where it offers courses, programs, and learning support services. They are constructed and maintained to assure access, safety, security, and a healthful learning and working environment.

2. The institution upgrades or replaces its physical resources, including facilities, equipment.

The ACCJC standards also state the "The institution effectively uses delivery modes, teaching methodologies and leaning support services that reflect the diverse and changing needs of its students, in support of equity in success for all students."

### **SECTION 3: EDUCATIONAL ITEMS – PROGRAM REVIEW**

**Specify the educational programs this equipment supports:**

Kinesiology AA-T (Area 4: Fitness requirement) Area 4: Fitness  
KIN Fitness Walking, Jog and Walk, Cross Training, Aerobic Fitness, Guts and Butts, Boot Camp, Circuit Training, Soccer, Volleyball, Ultimate Frisbee, Flag Football

Kinesiology A.A. degree: (Courses listed above)

Intercollegiate Athletics: Men's & Women's Soccer, Men's & Women's Basketball, and Women's Volleyball

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

We do not list specific equipment as the nature of our department and activity disciplines utilize a wide variety of equipment that needs to be replaced and/ or upgraded.

From our Program Review:

IV. Resources, C. Financial "Continued maintenance, repair, and replacement of existing facilities and equipment for both activity courses and Intercollegiate Athletics."

2. Rationale for financial request(s). "We are a program that is very heavy on equipment. Without resources, to maintain what we already have or purchase new/replacement equipment to meet our diverse offerings, student learning will decrease."



## SECTION 4: TEACHING AND LEARNING

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

As an instructor, this will allow us to teach a wider variety of exercises in a safe and controlled environment. The new equipment will allow the instructor do divide the class up in small groups and maximize the students time and energy. It will limit time wasted in line and time wasted transitioning from exercises and drills.

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

Students with varying ability and experience will all have the same opportunity to learn specific exercises in a safe and controlled environment. Having this new equipment will all for more student learning, especially since we average 40 students per class. Student involvement will increase greatly with this new equipment.

Each academic year, this equipment will impact: 20 # of classes/sections 400 # of students

## SECTION 5: OUTCOMES (SLOs)

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

The soccer goals will allow the instructor to give more specific attention and direction to the students and also will allow more reptitions of the required techniques listed in the SLO's below.

KINBC2 - Boot Camp for Aerobic Conditioning

- Upon completion of KIN BC2, students will be able to differentiate methods of aerobic training, for example, cross training, fartlek training, interval training, and altitude training.

KINGBW - Guts and Butts Workout

- Improve his/her fitness level.

KINJW - Jog/Walk

- Upon successful completion of KIN JW, students will be able to walk and jog safely and effectively as a way to exercise and develop their overall aerobic fitness level.

KINFW1 - Fitness Walking 1

- The student's personal fitness improvement will determined by increased distance and speed over the course

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

Learning outcomes would be limited. We are working towards creating more opportunity for out students. It would limit our ability to expand on what we teach, the ability to provide new curriculum, meet the needs of students interests and abilities, as well as the needs of our students.

**SECTION 6: TOTAL COST OF OWNERSHIP (FINANCIAL & SUSTAINABILITY)**

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

10+ years.

**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.)**

NA

**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.**

Old soccer goals will be retired.

**If your proposed equipment will require assembly or installation, please explain what is required, who will perform it, and what the cost will be**

No assembly required.

**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.)**

Basic maintenance will be cleaning and sanitizing as part of the normal weight room operation.

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

NA

**SECTION 6: TOTAL COST OF OWNERSHIP (contd)**

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

<u>Item</u>	<u>Cost</u>	<u>Comments</u>
Equipment or Materials	4,477.50	
Taxes (9.5%)	414.17	
Shipping or Delivery Charge	1,040.00	
Installation Costs *		
Miscellaneous Costs:		
Facilities Modifications		
Operator Training		
Maintenance & Repair Training		
Storage		
Other: _____		
Vendor Discount		
<b>Grand Total:</b>		<b>\$ 5,931.67</b>

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

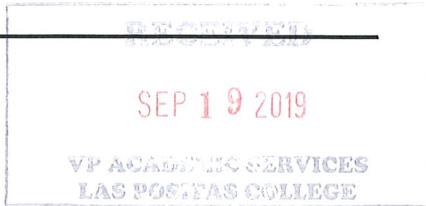
**Part B: On-Going Annual Operating Costs**

<u>Item</u>	<u>Cost</u>	<u>Comments</u>
Annual Service or Maintenance		NA
Estimated Parts Replacement Per Year		
Outside Standardization or Calibration Costs		
Storage Costs		
New Supply Costs		
Miscellaneous Costs:		
Maintenance & Repair Labor		
Other: _____		
<b>Annual Operating Costs:</b>		

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



**SECTION 6: TOTAL COST OF OWNERSHIP (contd)**



**Part C: Incremental Labor Costs**

**OPERATOR:**

Indicate the key operator: Instructors for the various courses.

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: 100+ hours

**MAINTENANCE & REPAIRS:**

Indicate the person performing maintenance and repairs: Athletic Assistant/Contractor

Is this in their current scope of duties? Yes

Indicate cost to train for maintenance and repairs: Already Included

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

**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 and signed off by the LPC IT Department.
- ❖ Requests that require M&O assistance with assembly or installation must be signed off by M&O.

**SIGNATURES:**

[Signature]  
Requester

9/13/19  
Date

[Signature]  
IT Approval

9/22/19 N/A  
Date

[Signature]  
M&O Approval

9 24 19 N/A  
Date

[Signature]  
Division Dean

9/19/19  
Date

[Signature]  
Vice President

9/20/19  
Date





# LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition #R

FOR REIMBURSEMENT: List payee name & ssn. TAX ID#

SUGGESTED VENDOR **Soccer Pro**

NAME OF STAFF MEMBER **Mary Hargiss**

DATE WRITTEN **19-Sep-19**

DATE REQUIRED **19-Oct-19**

DIVISION/DEPARTMENT **BHAWK / KIN**

For inventory purposes include room # where equipment will reside: **PE 101, 143, 201, 202, Synth**

RETURN COPY OF REQUISITION TO: **MHargiss Ext#: 1274**

FOR OFFICE USE ONLY

DESCRIPTION (PRODUCT, TYPE, SIZE, COLOR, STOCK NUMBER)	UNIT	QTY	UNIT PRICE	Air
<b>INSTRUCTIONAL EQUIPMENT REQUEST FOR FALL 2019</b>				
Kwik Goal Player Speed Kit #16A911		6	\$ 180.00	\$ 1,080.00
Kwik Goal Premier Coaching Sticks #16B22		3	\$ 232.50	\$ 697.50
Kwik Goal Air TOM #16B3702		12	\$ 225.00	\$ 2,700.00
<b>RECEIVED</b>				
<b>SEP 19 2019</b>				
VP ADMINISTRATIVE SERVICES LAS POSITAS COLLEGE				
<b>Vendor Information/ Remit To:</b>				
<b>Deliver To, include room # (optional):</b>				
Soccer Pro				
William Eddy/Jared Watanabe				
6635 Dublin Boulevard				
Dublin, CA 94568				
Phone: 925-803-4435				
<b>Comments:</b>				
<b>INSTRUCTIONAL EQUIPMENT REQUEST FOR FALL 2019</b>				
				<b>BT#</b>
Subtotal				\$ 4,477.50
Tax				\$ 414.17
Shipping (if available):				\$ 1,040.00
<b>TOTAL COST</b>				<b>\$ 5,931.67</b>

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

ACCOUNT # \_\_\_\_\_ FUND \_\_\_\_\_ ORG \_\_\_\_\_ ACCT \_\_\_\_\_ PROGRAM \_\_\_\_\_

Business Office

APPROVALS

Supervisor/ Coordinator/ Director

Dean/ VP/ President

RECEIVED Las Positas College

SEP 20 2019

Administrative Services  
Office of the Vice President





# Estimate

# EST-000702

## Soccer Pro, Inc. Dublin

6635 Dublin Blvd  
Dublin CA 94568  
U.S.A  
925-803-4435  
dublin@soccerproinc.com

Bill To

## Las Positas College

Ship To

LAS POSITAS COLLEGE RECEIVING  
DEPT  
3000 CAMPUS HILL DRIVE  
LIVERMORE  
CA94551

Estimate Date : Sep 10, 2019

Andy Cumbo

510-258-1379

#	Item & Description	Qty	Rate	Amount
1	Kwik Goal Air TOM #16B3702 Retail Price \$300.00 Each	12.00	225.00	2,700.00
Sub Total				2,700.00
ALAMEDA COUNTY SALES TAX (9.25%)				249.75
Shipping charge				616.00
<b>Total</b>				<b>\$3,565.75</b>

### Terms & Conditions

FREIGHT QUOTE TO COMMERCIAL ADDRESS VALID FOR 14 DAYS. RESIDENTIAL DELIVERY, ADDRESS CHANGES AND/OR LIFTGATE SERVICE ARE ALL SUBJECT TO AN ADDITIONAL CHARGE.

ONCE ORDER IS SUBMITTED, ORDER TAKES APPROXIMATELY 10-14 BUSINESS DAYS TO ARRIVE UNLESS ANY ITEMS ARE OUT OF STOCK. CUSTOMER WILL BE NOTIFIED IF ANY ITEMS ARE ON BACKORDER OR OUT OF STOCK. PARTS ORDERS MAY ALSO HAVE ADDITIONAL PROCESSING TIME WITH MANUFACTURER.

ONCE ORDER IS SUBMITTED, NO CHANGES ARE PERMITTED.

ALL ITEMS ARE CLASSIFIED AS A SPECIAL ORDER AND CANNOT BE RETURNED NOR EXCHANGED

RECEIVING DEPARTMENT IS RESPONSIBLE FOR INSPECTING ALL CARTONS/PIECES FOR ACCURACY AND MUST NOTE ANY DAMAGE WITH SHIPPER







# Estimate

# EST-000701

## Soccer Pro, Inc. Dublin

6635 Dublin Blvd  
Dublin CA 94568  
U.S.A  
925-803-4435  
dublin@soccerproinc.com

Bill To

## Las Positas College

Ship To

LAS POSITAS COLLEGE RECEIVING  
DEPT  
3000 CAMPUS HILL DRIVE  
LIVERMORE  
CA94551

Estimate Date : Sep 10, 2019

Andy Cumbo

510-258-1379

#	Item & Description	Qty	Rate	Amount
1	Kwik Goal Premier Coaching Sticks #16B22 Retail Price \$310.00 Per Set	3.00	232.50	697.50
Sub Total				697.50
ALAMEDA COUNTY SALES TAX (9.25%)				64.52
Shipping charge				236.00
<b>Total</b>				<b>\$998.02</b>

### Terms & Conditions

FREIGHT QUOTE TO COMMERCIAL ADDRESS VALID FOR 14 DAYS. RESIDENTIAL DELIVERY, ADDRESS CHANGES AND/OR LIFTGATE SERVICE ARE ALL SUBJECT TO AN ADDITIONAL CHARGE.

ONCE ORDER IS SUBMITTED, ORDER TAKES APPROXIMATELY 10-14 BUSINESS DAYS TO ARRIVE UNLESS ANY ITEMS ARE OUT OF STOCK. CUSTOMER WILL BE NOTIFIED IF ANY ITEMS ARE ON BACKORDER OR OUT OF STOCK. PARTS ORDERS MAY ALSO HAVE ADDITIONAL PROCESSING TIME WITH MANUFACTURER.

ONCE ORDER IS SUBMITTED, NO CHANGES ARE PERMITTED.

ALL ITEMS ARE CLASSIFIED AS A SPECIAL ORDER AND CANNOT BE RETURNED NOR EXCHANGED

RECEIVING DEPARTMENT IS RESPONSIBLE FOR INSPECTING ALL CARTONS/PIECES FOR ACCURACY AND MUST NOTE ANY DAMAGE WITH SHIPPER





# Estimate

# EST-000703

## Soccer Pro, Inc. Dublin

6635 Dublin Blvd  
Dublin CA 94568  
U.S.A  
925-803-4435  
dublin@soccerproinc.com

Bill To

## Las Positas College

Ship To

LAS POSITAS COLLEGE RECEIVING  
DEPT  
3000 CAMPUS HILL DRIVE  
LIVERMORE  
CA94551

Estimate Date : Sep 10, 2019

Andy Cumbo

510-258-1379

#	Item & Description	Qty	Rate	Amount
1	Kwik Goal Player Speed Kit #16A911 Retail Price \$240.00 Per Kit	6.00	180.00	1,080.00
Sub Total				1,080.00
ALAMEDA COUNTY SALES TAX (9.25%)				99.90
Shipping charge				188.00
<b>Total</b>				<b>\$1,367.90</b>

### Terms & Conditions

FREIGHT QUOTE TO COMMERCIAL ADDRESS VALID FOR 14 DAYS. RESIDENTIAL DELIVERY, ADDRESS CHANGES AND/OR LIFTGATE SERVICE ARE ALL SUBJECT TO AN ADDITIONAL CHARGE.

ONCE ORDER IS SUBMITTED, ORDER TAKES APPROXIMATELY 10-14 BUSINESS DAYS TO ARRIVE UNLESS ANY ITEMS ARE OUT OF STOCK. CUSTOMER WILL BE NOTIFIED IF ANY ITEMS ARE ON BACKORDER OR OUT OF STOCK. PARTS ORDERS MAY ALSO HAVE ADDITIONAL PROCESSING TIME WITH MANUFACTURER.

ONCE ORDER IS SUBMITTED, NO CHANGES ARE PERMITTED.

ALL ITEMS ARE CLASSIFIED AS A SPECIAL ORDER AND CANNOT BE RETURNED NOR EXCHANGED

RECEIVING DEPARTMENT IS RESPONSIBLE FOR INSPECTING ALL CARTONS/PIECES FOR ACCURACY AND MUST NOTE ANY DAMAGE WITH SHIPPER







# Estimate

# EST-000698

## Soccer Pro, Inc. Dublin

6635 Dublin Blvd  
Dublin CA 94568  
U.S.A  
925-803-4435  
dublin@soccerproinc.com

Bill To

## Las Positas College

Ship To

LAS POSITAS COLLEGE RECEIVING  
DEPT  
3000 CAMPUS HILL DRIVE  
LIVERMORE  
CA94551

Estimate Date : Sep 10, 2019

Andy Cumbo  
510-258-1379

#	Item & Description	Qty	Rate	Amount
1	Kwik Goal Pro Premier® Copa Goal with Swivel Wheels #2B9004SW Retail Price \$5,725.00 Per Goal	2.00	4,100.00	8,200.00
2	Kwik Goal Deluxe European Club Soccer Goal 4 1/2 x 9 #2B3002 Retail Price \$1,325.00 Per Goal	6.00	950.00	5,700.00
3	Kwik Goal Premier Coaching Sticks #16B22 Retail Price \$310.00 Per Set	3.00	220.00	660.00
4	Kwik Goal Air TOM #16B3702 Retail Price \$300.00 Each	12.00	215.00	2,580.00
5	Kwik Goal Player Speed Kit #16A911 Retail Price \$240.00 Per Kit	6.00	175.00	1,050.00
Sub Total				18,190.00
ALAMEDA COUNTY SALES TAX (9.25%)				1,682.58
Shipping charge				2,290.00
<b>Total</b>				<b>\$22,162.58</b>

### Terms & Conditions

FREIGHT QUOTE TO COMMERCIAL ADDRESS VALID FOR 14 DAYS. RESIDENTIAL DELIVERY, ADDRESS CHANGES AND/OR LIFTGATE SERVICE ARE ALL SUBJECT TO AN ADDITIONAL CHARGE.  
ONCE ORDER IS SUBMITTED, ORDER TAKES APPROXIMATELY 10-14 BUSINESS DAYS TO ARRIVE UNLESS ANY ITEMS ARE OUT OF STOCK. CUSTOMER WILL BE NOTIFIED IF ANY ITEMS ARE ON BACKORDER OR OUT OF STOCK. PARTS ORDERS MAY ALSO HAVE ADDITIONAL

PROCESSING TIME WITH MANUFACTURER.  
ONCE ORDER IS SUBMITTED, NO CHANGES ARE PERMITTED.  
ALL ITEMS ARE CLASSIFIED AS A SPECIAL ORDER AND CANNOT BE RETURNED NOR EXCHANGED  
RECEIVING DEPARTMENT IS RESPONSIBLE FOR INSPECTING ALL CARTONS/PIECES FOR ACCURACY AND MUST NOTE ANY DAMAGE WITH  
SHIPPER