INSTRUCTIONAL EQUIPMENT REQUEST
FALL 2019-2020

Requester Name: James Weston   **Division Name:** SLPC

SUMMARY INFORMATION

Title of Item: ProCut Brake Rotor Certification Module

Equipment Location Building: 800   **Room:** 809

Location and Delivery Comments:

Deliver to James Weston room 808

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:

Knowledge of Automotive Braking Sysytems and the the ability to diagnose, service and repair them is manditory for the modern automotive technician.

We are requesting a Snap On tools/National Coalition of Certification Centers (NC3) ProCut Brake Rotor Certification module. This module consists of a classroom set of automotive braking system diagnosis and repair/service tools, curriculum, labs and access to an online testing service that allows students to achieve a nationally recognized 3rd party (NC3) certification in braking system diagnosis, service and repair.

We currently have equipment to service brake systems but nothing with cordinated cirriculum, labs and evaluation.

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Fall 2019 Instructional Equipment Request Checklist
This checklist is your cover page to your IER Request (pages 3-9)
Incomplete forms will be returned.

✓	Action Item	Action Required

✓	Review Instructional Equipment Definition	Instructional equipment expenditures are eligible if the equipment, library material, or technology is for classroom instruction, student instruction or demonstration, or in the preparation of learning materials in an instructional program. There are five categories that will be used to classify instructional support. The following are examples:
		
		➢ Equipment and Furniture: instructional equipment and furniture for primary use by students in instructional programs:
		  o Classroom/Laboratory equipment, including whiteboard, screen, projector, etc.
		  o Instructional furniture, including desks, tables, podium, chairs, etc.
		➢ Information Technology: instructional information technology equipment for student use in classrooms and/or laboratories, including desktops, laptops, monitors, printers, servers, network/wireless infrastructure, AV/TV, multimedia.
		➢ Software: software licenses are allowed but only the initial year is permitted. Other software that are permitted are those that are used in excess of one year and software modifications that add capacity or efficiency to the software that defers obsolescence and results in an extension of the useful life of the software, including registration, counseling, student services, learning management systems for student use.
		➢ Adaptive Equipment: adaptive equipment for ADA/OCR students are allowed to assist them in a learning environment.
		➢ 5 Library Material: databases, on-line subscriptions, books, periodicals, videos, etc.

✓	Review form for completion	Each field of the IER must be completed with required information. Please do not leave fields blank. **Furniture Requests: All requests for furniture quotes must go through the College Projects Manager, Ann Kroll.**
✓	Requisition and Quote Attached	➢ IER request must have a requisition for each vendor, valid quote*, W-9 and vendor profile form. ➢ The required tax rate to be used is 9.25%. ➢ Shipping estimates need to be included on the vendor quote. ***A quote is not a print screen from a website, or shopping cart details.**
✓	IT Signature	The IER form must be vetted by Stephen Gunderson to ensure the request meets current IT standards and if IT staffing is required to install or support request.
✓	Maintenance & Operations Signature	All IER forms must be vetted by Walt Blevins to ensure the request does not require DSA approval and if M&O staffing is required to install or maintain the request.
	Division Dean Signature	The Division Dean will review the IER forms for completion, required signatures, and verify all RAC requirements.
	Vice President Signature	The Vice President will review the IER forms for completion, and required signatures.

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:

N/A

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*:

Purchase of this equipment reflects our mission statement by providing additional educational opportunities for our career-technical students.

Curriculum- Purchase of this equipment will allow Faculty to further develop Curriculum to meet industry demands.

SECTION 3: EDUCATIONAL ITEMS – PROGRAM REVIEW

Specify the educational programs this equipment supports:

It will support the Automotive Technology/Transportation program.

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

While this update is not specifically included in our Fall 2018 program review, Section H- "Short Term Planning" says, "Always need new equipment and updates to current equipment."

SECTION 4: TEACHING AND LEARNING

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

> While we already teach the basics of braking systems we do not have a clear, concise and through way to present it to students. Use of this module will allow us to do that.

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

> Students will be able to not only be able to learn automotive braking systems in a more effective way but they will also be able to obtain a nationally recognized 3rd party certification. Something we can not offer without purchase of this learning module.

Each academic year, this equipment will impact: _12_ # of classes/sections   _150_ # of students

SECTION 5: OUTCOMES (SLOs)

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

> AUTO A5 (Brakes) has an SLO that says "the student should be able to apply brakes repair safety precautions." The equipment and instruction in this module will allow our students to better apply brakes repair safety precautions.

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

> Students will not be able to learn about braking systems as effectively and they will not be able to become certified in use of the ProCut brake rotor machining system.

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

What is the potential life span of the requested equipment?

The equipment with proper care and maintenance should last in excess of 10-15 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.)

The physical equipment relatively small and can easily be securely stored in the exsisting Automotive lab.

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

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

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.)

Wipe down if they become greasy and proper handling by students. If damage occurs equipment will be repaired by Automotive Lab Technician or sent out for repair using our maintenance budget.

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

This equipment is extremely high quality equipment designed to last decades with proper use and maintenance.

SECTION 6: TOTAL COST OF OWNERSHIP (contd)

Part A: Initial Start-up Costs

Item	Cost	Comments
Equipment or Materials	12,642.08	
Taxes (9.5%)	1,182.34	
Shipping or Delivery Charge	140.00	
Installation Costs *		
Miscellaneous Costs:		
Facilities Modifications		
Operator Training		
Maintenance & Repair Training		
Storage		
Other: _____		
Vendor Discount		Regular price $14,366
Grand Total:	$ 13,964.42	

*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	0.00	
Estimated Parts Replacement Per Year	50.00	replacement cutting bits
Outside Standardization or Calibration Costs	0.00	
Storage Costs		
New Supply Costs	0.00	
Miscellaneous Costs:		
Maintenance & Repair Labor		
Other: _____		
Annual Operating Costs:	$ 50.00	

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

Annual maintenance budget if needed.

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SECTION 6: TOTAL COST OF OWNERSHIP (contd)

Part C: Incremental Labor Costs

OPERATOR:

Indicate the key operator: Faculty and Students

Is this in their current scope of duties? Yes, with proper training

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: 10-15

MAINTENANCE & REPAIRS:

Indicate the person performing maintenance and repairs: AUTO/WLDT Lab Technician

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: 5 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 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)	9/10/19
Requester	**Date**
(signature)	9/24/19 N/A
IT Approval	**Date**
(signature)	9/24/19 OK
M&O Approval	**Date**
(signature)	9/18/19
Division Dean	**Date**
(signature)	9/20/19
Vice President	**Date**

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LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition

#R

FOR REIMBURSEMENT: List payee name & ssn.

SUGGESTED VENDOR **Snap On Industrial**   TAX ID#

RETURN COPY of REQUISITION TO:
J. Weston, V. Ball

NAME OF STAFF MEMBER James Weston	DATE WRITTEN 12-Sep-19	DATE REQUIRED ASAP	DIVISION/ DEPARTMENT Auto/SLPC	For inventory purposes include room # where equipment will reside: 808 CTR

DESCRIPTION (PRODUCT, TYPE, SIZE, COLOR, STOCK NUMBER)	UNIT	QTY	UNIT PRICE	TOTALS
SEE ATTACHED QUOTE	ea	1	$12,642.08	$ 12,642.08
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
Deliver To, include room # (optional):				$ -
James Weston 925-424-1137 Rm. 808				$ -
Las Positas College				$ -
3000 Campus Hill Drive				$ -
Livermore, CA 94551				$ -
			Subtotal	$ 12,642.08
			Tax $ 0.0925	$ 1,182.34
BT#			Shipping (if available):	$140.00

Vendor Information/ Remit To:

Snap On Industrial

PO BOX 9004

Crystal Lake, IL 60039-9004

Sales Rep Bob Parades 916-204-4075

Comments:

TOTAL COST **$13,964.42**

ACCOUNT # _____

FUND	ORG	ACCT	PROGRAM

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

APPROVALS

Business Office _____

Supervisor/ Coordinator/ Director _____

Dean/ VP/ President _____

Snap-on Industrial

Quote

Number	CRM-001-369443650
Type	Quote
Customer #	201270996
Cust PO #	PCI92CERTKIT
Ship Via	UPS FREIGHT
Terms	P02 - PRE-PAID
Sales Rep	Robert Paredes / 916-204-4075
Fax/Mobile	
E-mail	robert.f.paredes@snapon.com

Date: 9/11/2019

Valid Until: 11/10/2019

Submit To: Snap-on Industrial,
3011 IL Route 176, Door 1
Crystal Lake, IL 60014

877-740-1900

Delivery To :   201270996

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

ATTN: James Weston

Bill To   200816401

CHABOT COLLEGE
7600 DUBLIN BLVD
shallinan@chabotcollege.edu
DUBLIN, CA   94568

Certification: Rotor Matching Master Technician Certification
Overview:
Students who earn the Snap-on/Pro-Cut Rotor Matching Master Technician Certification
will acquire skills in the diagnosis and repair of brake related problems
encountered on today¿s precisely engineered vehicles. Attendees will acquire skills
necessary to accurately identify performance and safety related brake system
malfunctions, as well as how to correct them. Attendees are trained to diagnose
and repair the complex challenges of rotor matching that are regularly seen in
brake repair facilities.
Programs (disciplines):
Automotive
Truck ¿ LD,MD,HD
Collision
Equipment Requirement:
Secondary (K-12) - Minimum of one each of equipment
Post-secondary (College) ¿ Minimum of one each of equipment

Item	Description	Qnty	List Price	Unit Price	Total
PCI92CERTKIT	PRO CUT CERT KIT	1	14,366.00	12,642.08	12,642.08

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.

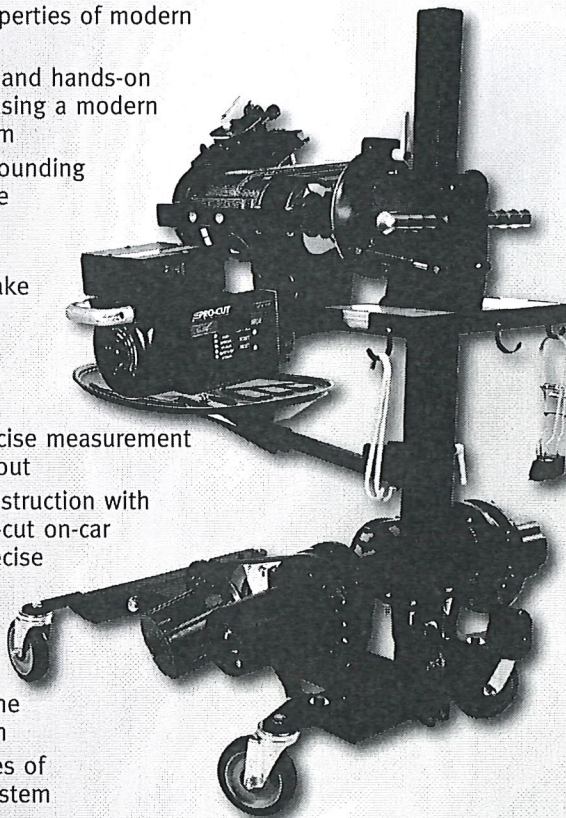|		
Total List	14,366.00	
Sub Total		$12,642.08
Freight		$140.00
Tax Total		$1,182.34
Total		$13,964.42

SNAP-ON®

ROTOR MATCHING MASTER TECHNICIAN CERTIFICATION

Students who earn the **Snap-on Rotor Matching Master Technician Certification** have acquired skills in the diagnosis and repair of brake related problems encountered on today's precisely engineered vehicles. These essential **TOOLS FOR LIFE** cover the capabilities required to accurately identify performance and safety related brake system malfunctions, as well as how to correct them effectively.

This certification provides a widely recognized endorsement of technical expertise and demonstrated achievement. Students are trained to diagnose and repair the complex challenges of rotor matching that are regularly seen in brake repair facilities.

COURSE CONTENT INCLUDES:

- Measurement and calculation of precise physical dimensions and exploration of the forces involved when braking
- Understanding of complex mechanical systems and forces associated with modern braking and suspension systems
- Physical and chemical properties of modern brake pads and rotors
- Procedural understanding and hands-on experience milling metal using a modern computer-controlled system
- Debunking the myths surrounding the cause of modern brake performance issues
- An understanding of the critical need for on-car brake lathe system to meet the required specifications on today's advanced vehicles
- Rotor repair essentials
- Hands-on labs for the precise measurement of brake rotor lateral run out
- Machine rotor matching instruction with hands-on labs: utilize Pro-cut on-car brake lathe to achieve precise specifications required by automotive manufacturers
- Lathe maintenance and calibration for successful ongoing performance of the Pro-cut break lathe system
- Important optional features of the Pro-cut brake lathe system

BUILDING TOOLS FOR LIFE

Snap-on S-TECH certifications provide a return on technical education investment through hands-on training and state of the art tools and equipment. **The Snap-on Rotor Matching Master Technician Certification** connects directly to the following academic subject areas:

- Auto Collision Repair & Refinishing
- Automotive Maintenance Technology

Students earn Snap-on S-TECH certifications as proof of achievement. These NC3-backed, stackable credentials increase employment potential and on-the-job productivity in industries such as:

- Automotive Repair
- Fleet Maintenance
- Racing
- Light Equipment

For more information and to find the certifications school nearest you, please visit www.education.snapon.com, or email: education@snapon.com.

Snap-on is a proud partner of the National Coalition of Certification Centers.

nc3
National Coalition of Certification Centers

PCI92CERTKITBOM

Main Item		Item	Description	Net Quantity (each)
PCI92CERTKIT	PRO CUT CERT KIT	PCI92AOKIT	PRO CUT CERT KIT	1
PCI92CERTKIT	PRO CUT CERT KIT	PCI926ADPEDU	92/TROLL/6ADPT/EDU STAND	1
PCI92CERTKIT	PRO CUT CERT KIT	PCI49200	TRAINING TEST STAND	1

Main Item		Item	Description	Net Quantity (each)
PCI92AOKIT	PRO CUT CERT KIT	KRSC33APC	3 DR CART LID BLACK	1
PCI92AOKIT	PRO CUT CERT KIT	IKCFM0000458	FOAM SET BLACK/YELLOW	1
PCI92AOKIT	PRO CUT CERT KIT	QD275	15 - 75 FOOT LB TORQ	1
PCI92AOKIT	PRO CUT CERT KIT	FSM191	3/8DR 6PT 19MM SHL SKT	1
PCI92AOKIT	PRO CUT CERT KIT	FSM211	3/8DR 6PT 21MM SHL SKT	1
PCI92AOKIT	PRO CUT CERT KIT	RM130	RTR MICRM	1
PCI92AOKIT	PRO CUT CERT KIT	PT210A	RIGHT ANGLE DIE GRINDER	1
PCI92AOKIT	PRO CUT CERT KIT	FXK3	3/8DR 3IN KNR FRIC BLL EXT	1
PCI92AOKIT	PRO CUT CERT KIT	FHL80	3/8DR 80T LNG HDL S/GR RAT	1
PCI92AOKIT	PRO CUT CERT KIT	MMM07547US	SGL ROLOC BRAKE HUB CLEAN KIT	1
PCI92AOKIT	PRO CUT CERT KIT	UIM2RSLT	3-1/4 X 2-1/8 LT INSP MIRROR	1
PCI92AOKIT	PRO CUT CERT KIT	YA2440	PAD SPRDR	1
PCI92AOKIT	PRO CUT CERT KIT	GA395A	SCISSOR DISC BRAKE PAD SPREADR	1
PCI92AOKIT	PRO CUT CERT KIT	BTCP2S	BRAKE CALIPER PRESS	1
PCI92AOKIT	PRO CUT CERT KIT	PCI50700FC	FLEX SHAFT DIAL INDICATOR	1
PCI92AOKIT	PRO CUT CERT KIT	PCI37602	ROLLER TIP FOR 50700C	1
PCI92AOKIT	PRO CUT CERT KIT	PCI50175	SPEED NUT KIT	1
PCI92AOKIT	PRO CUT CERT KIT	PCI30687	12x1.25MM LUG STUD 50MM	1
PCI92AOKIT	PRO CUT CERT KIT	SS3266A	24IN SNAP-ON LOGO-WHITE	1
PCI92AOKIT	PRO CUT CERT KIT	PROCUT28X145	PROCUT 28x14.5 DECAL	1