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INSTRUCTIONAL EQUIPMENT REQUEST

2021-2022



Internal Use
IE #: 2022 - <u>22</u>
Total \$: <u>1,518.16</u>

LPC ADMINISTRATIVE SERVICES - REQUISITION INFORMATION PAGE

Requester Name: Jennifer Pereira **Division Name:** STEM

Equipment Name: Heat Resistant Blenders

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

SECTION 1: EQUIPMENT DESCRIPTION

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:

Heat resistant blenders are necessary for both chemistry and biology. The current blenders we have overheat what's being blended for labs. When we need to sterilize equipment, we use flammable chemicals. We also work with tissue that can degrade in the blender when it overheats, which ruins the experiment for the students.

Equipment Location Building: 1800/1850

Room: 1812/1856

Location Comments:

The chemistry and biology departments share lab technicians. These blenders will be used for both sides since chemistry and biology would both use them. Both departments need heat resistant blenders for their labs.

SECTION 1: EQUIPMENT DESCRIPTION (continued)

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 2: LPC MISSION STATEMENT AND LPC PLANNING PRIORITIES

LPC MISSION STATEMENT:

Las Positas College provides an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting life-long learning.

LPC PLANNING PRIORITIES:

- ❖ Implement the integration of all ACCJC standards throughout campus structure and processes.
- ❖ Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.
- ❖ Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across the campus.

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

Mission: LPC provides a learning-centered environment. Students need to have the proper equipment to be able to learn the lessons created for them. An upgrade in the equipment is necessary to get accurate, teachable results. This upgrade will also meet career-technical goals. If students do not get results in class due to the equipment, they won't be able to later identify what the results should look like in their career.

Planning Priorities: Student success and equity will increase with an upgrade to the equipment. Improper equipment can produce inconsistent results between labs and students. A heat resistant blender will create more consistent and accurate results for all sections of classes, providing higher rates of student success and equity across all sections.

SECTION 3: EDUCATIONAL ITEMS – PROGRAM REVIEW

Specify the educational programs this equipment supports:

The equipment would support both the chemistry and biology departments. Bio 10, Bio 30, Bio 1C, Bio 7C, and Chem 30B would all benefit from heat resistant blenders. The blenders we currently have produce fine results for certain labs, but for most of the labs ice has to be thrown in to keep the solution from overheating which dilutes the compound and does not guarantee accurate results. If the solution is not chilled enough, the students do not get usable product.

Will this equipment be a part of your upcoming Program Review or was it included last year? Please explain using the exact words from your Program Review. If not, explain why.

"8) Our department would like to learn more about, and hopefully decrease, potential areas of inequity for students in our programs. "

"Many of our laboratory courses, including lab activities and lab manuals need reviewing and reevaluation to improve student learning"

The program review always comments on reducing inequity and reviewing labs. As students performed these labs, we noticed more issues and inconsistencies with their results due to the equipment used to prepare their lab material. We also noticed when students had to use the blenders, the difficulties they faced with trying to maintain the equipment in a safe way while also creating the sterile environment they needed.

SECTION 4: TEACHING AND LEARNING

In detail describe evidence and data that equipment provides much needed benefit and enhancement to teaching beyond current capabilities.

This equipment is used both by lab technicians and the students to prepare materials for the labs. We have noticed a lot of inconsistencies with their results from specific labs that required the blender. We have attempted to make adjustments without changing equipment, but the new equipment has proved to be necessary.

For some labs where students use these materials, they need a sterile environment which can be achieved with a flammable chemical such as ethanol. Since the blenders heat up, the students have to wait for the ethanol to evaporate but the amount of time it takes means that the blender is being exposed to a non-sterile environment for longer. Other methods of sterilizing equipment can cause damage to the equipment or aren't as effective. With heat resistant blenders, this safety concern wouldn't exist and the students can get much more accurate results.

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

Students will be able to see better results for their experiments. Their results will be more accurate and they can learn much more from their experiments. Due to the challenges we've faced with the older blenders, some students aren't getting any results and don't have the opportunity to learn what certain biological and chemical concepts look like. If they have no results from their labs, they won't have anything to interpret from the lab.

Each academic year, this equipment will impact: ⁴⁰ ____ # of classes/sections ⁹⁶⁰ ____ # of students

SECTION 5: OUTCOMES (SLOs)

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

- Upon completion of BIO 1C, the student will gain hands-on experience with and demonstrate proficiency in standard biological techniques, using industry- level biology laboratory equipment and/or discipline-specific computer hardware and software.
- Upon completion of BIO 7C, students will acquire and demonstrate competency in laboratory safety and in routine and specialized microbiological laboratory skills applicable to microbiological research or clinical methods, including accurately reporting observations and analysis.
- Upon completion of BIO 7C, students will gain hands-on experience with and demonstrate proficiency in standard microbiological techniques, using industry-level laboratory equipment and/or discipline-specific computer hardware and software.
- Upon completion of BIO 10, students should be able to conduct guided experiments in the laboratory and interpret the results of these investigations, individually and/or in collaboration with other students.
- Upon completion of BIO 10, the student will have gained hands-on experience with and demonstrated proficiency in standard biological techniques, using industry-level biology laboratory equipment and/or discipline-specific computer hardware and software.
- Upon completion of BIO 30, students should have gained hands-on experience with and demonstrated proficiency in standard biological techniques, using industry-level biology laboratory equipment and/or discipline-specific computer hardware and software.
- Upon completion of BIO 30, students should have gained hands-on experience with and demonstrated proficiency in standard biological techniques, using industry-level biology laboratory equipment and/or discipline-specific computer hardware and software.

All of these labs require them to gain hands on experience and demonstrate proficiency as well as competency with industry-level equipment. Without the proper equipment to make the lab material, they won't learn how to identify the results.

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

What is the potential life span of the requested equipment?

10 to 20 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.)

No new storage is needed. We have space for these in the 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.

The old equipment will not be retired and instead will just be used for labs where the heating of the blender does not impact the results. There are no storage, location or costs associated with the old equipment.

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.)

Keeping the blenders clean will be required to maintain it. This will not require any additional costs, we have all of the supplies needed on-site to maintain it.

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

The blenders have a long life span so less resources will be used long term.

Part A: Initial Start-up Costs

<u>Item</u>	<u>Cost</u>	<u>Comments</u>
Equipment or Materials	\$1,372.28	
Taxes (9.5%)	\$140.66	
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	\$0	
Vendor Discount	\$0	
Grand Total:	\$1,512.94	

Part B: On-Going Annual Operating Costs

<u>Item</u>	<u>Cost</u>	<u>Comments</u>
Annual Service or Maintenance	\$0	
Estimated Parts Replacement Per Year	\$0	
Outside Standardization or Calibration Costs	\$0	
Storage Costs	\$0	
New Supply Costs	\$0	
Maintenance & Repair Labor	\$0	
Licensing or Software	\$0	
Other: _____	\$0	
Annual Operating Costs:	\$0	

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

N/A

Part C: Incremental Labor Costs

OPERATOR:

Indicate the key operator: Lab technicians

Is the work in their current scope of duties? Yes

What is the cost to train key operator? \$0
(include \$\$ in the Initial Start-up Costs above)

Number of hours per month will the key operator use the equipment? 1-2

MAINTENANCE & REPAIRS

Indicate who will performing maintenance and repairs: Lab technicians

Is the work in their current scope of duties? Yes

Indicate cost to train for maintenance and repairs? \$0

Number of hours maintenance is required per month: 0-1

REMINDER

Instructional Equipment Requests submitted without a quote and requisition will be returned.
Shopping Carts are not considered quotes and will not be expected.

SIGNATURE APPROVALS and ROUTING

REQUESTER: Jennifer Pereira Digitally signed by Jennifer Pereira
Date: 2022.01.07 18:58:34 -08'00'
DATE: 1/7/22

DIVISION DEAN/MANAGER:
DATE:

Nan Ho
1/12/22

**Click the Submit Button to Route
Signed Instructional Equipment Requests (IER) Directly to Admin Services**

SUBMIT

Admin Services will coordinate review of all IER by IT and M&O and collect signatures

College Technical Services, Manager:
Date:

M&O Director:
Date:

VP Academic Services:
Date:

VP Administrative Services:
Date:



Office of Administrative Services

(Wait 5-10s)

Reset

Submit

Requisition Request Form

R _____ - _____

Fiscal Year		Vendor ID #	Vendor Name		Date Required
2021-2022		8031737459	VWR		5/31/2022
Deliver To		Room #	Return Copy of Requisition To		
Las Positas College Science Dept		1856	Gary Wilkes		
Seq	Item #	Description	Qty	Unit Price	Extended Cost
1	58977-089	Blender Comm 2SPD GL.1.2L 120V	3	\$ 408.80	\$ 1,226.40
2	58979-018	Glass Jar w/Hndle Blend Assy	2	\$ 145.88	\$ 291.76
3					\$ 0.00
4					\$ 0.00
5					\$ 0.00
6					\$ 0.00
7					\$ 0.00
8					\$ 0.00
9					\$ 0.00
10					\$ 0.00
11					\$ 0.00
12					\$ 0.00
13					\$ 0.00
14					\$ 0.00
15					\$ 0.00
Comments				Subtotal	\$ 1,518.16
				10.25% Tax	
				Shipping	
				Total Cost	\$ 1,518.16
FOAP to be Charged			%	Amount	
-	-	-	100		
FUND	ORG	ACCOUNT	PROGRAM		
-	-	-	-		
FUND	ORG	ACCOUNT	PROGRAM		

Jennifer Pereira 1/11/22 Nan Ho 1/12/22
 Requestor (print name) Date Dean (signature) Date

 Coordinator/Manager (signature) Date Vice President (signature) Date

OFFICE OF ADMINISTRATIVE SERVICES USE ONLY			
Reviewed: _____	Verified: _____	Approved: _____	
Administrative Services	Administrative Services Officer	VP, Administrative Services	
PO Number: _____	Budget Transfer #: _____	Entered: _____	
TR 4/6/20			



QUOTATION			
Quote Number	Valid From	Valid To	Page
8031737459	12/14/2021	01/13/2022	1 of 2
Currency	Sales Representative	Customer Reference	
USD	Tammy Tribble		

To Place an Order	
Phone :	1-800-932-5000
Fax :	1-866-329-2897
Web :	www.vwr.com

Quote Prepared For	Contact Phone / Fax / E-Mail
Gary Wilkes	(925) 424-1331 gwilkes@laspositascollege.edu
Ship To : 80248487	Sold To : 80248487
LAS POSITAS COLLEGE SCIENCE DEPT 1856 GARY WILKES RM 1856 3000 CAMPUS HILL DR LIVERMORE CA 94551-7623	LAS POSITAS COLLEGE SCIENCE DEPT 1856 GARY WILKES RM 1856 3000 CAMPUS HILL DR LIVERMORE CA 94551-7623

When placing your order, please include your quotation number and account number to ensure you receive the correct price.

THANK YOU FOR THE OPPORTUNITY TO EARN YOUR BUSINESS.

Additional Information :
NASPO

Row	VWR Catalog Number	Product Description	Qty	UOM	Unit Price	Extended Price
10	58977-089	BLENDER COMM 2SPD GL.1.2L 120V	3	EA	408.80	1,226.40
Two-Speed Lab Blenders, Waring® Product Link : https://us.vwr.com/store/catalog/product.jsp?catalog_number=58977-089 Shipping Dimensions Weight / Size (L*W*H) per UOM : 11.400 LB / 13.800*9.500*8.300 IN UOM Component Info : EA(1items) Availability : Product Ships Directly from Manufacturer						
20	58979-018	GLASS JAR W/HNDLE BLEND ASSY	2	EA	72.94	145.88
Accessories for Two-Speed Laboratory Blenders, 1 L, Waring Product Link : https://us.vwr.com/store/catalog/product.jsp?catalog_number=58979-018 Shipping Dimensions Weight / Size (L*W*H) per UOM : 4.050 LB / 9.900*6.200*6.400 IN UOM Component Info : EA(1items) Availability : Product Ships Directly from Manufacturer						

Item Total :	1,372.28
Estimated Tax :	140.66
Quote Total :	1,512.94



QUOTATION			
Quote Number	Valid From	Valid To	Page
8031737459	12/14/2021	01/13/2022	2 of 2
Currency	Sales Representative	Customer Reference	
USD	Tammy Tribble		

Financing Available. Contact your VWR Representative for details about flexible financing programs.

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Items prefixed with "MISC" are subject to regulatory approval once VWR International receives acceptance from the customer. They are special order, and as such may not be returnable. Please allow 6-8 weeks delivery from the time of your first order or acceptance of this quotation.