

**NO REQ**

**INSTRUCTIONAL EQUIPMENT REQUEST  
2021-2022**



Internal Use

IE #: 2021-13

Total \$: 14,267.70

LPC ADMINISTRATIVE SERVICES - REQUISITION INFORMATION PAGE

**Requester Name:** Thomas Fuller **Division Name:** STEM (Horticulture)

**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:**

John Deere Gator TE electric utility truck with following options:

Cargo box power lift

1.25 inch rear receiver hitch

Front protection package

This is a replacement for 30 year old Cushman Truckster. The Cushman has had major mechanical breakdowns 3 times in the past year.

**Equipment Location Building:** 800

**Room:** 806

**Location Comments:**

Stored in Horticulture Yard.

## **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:**

New equipment will be electrically powered. As such it will be safe to use to bring materials indoors to the new greenhouse and classroom storage areas that will be coming on-line Summer 2022. Current gasoline powered equipment is not safe to use indoors, due to CALOSHA regulations.

## **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:***

One student career-technical goal is to learn to operate equipment typically used in the horticultural industry.

Swiith-over from gasoline powered technology to electric plug-in techonology will guide the students, the College, and the community to a more sustainable future.

### SECTION 3: EDUCATIONAL ITEMS – PROGRAM REVIEW

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

Agricultural Science, Horticulture, and Viticulture.

**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.**

It will be added to the upcoming program review. It was not included in last years program review, because the need to purchase a tractor was a higher priority, and we had not yet experienced the repeated mechanical failure that we have in the past year.

## SECTION 4: TEACHING AND LEARNING

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

With the new horticulture facility, we will be expanding our program into advanced greenhouse technology, mainly hydroponics and aquaponics. As such we will need to bring materials into and out of the new greenhouse. None of our current gas or diesel powered vehicles will be able to operate in an indoor environment.

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

The student will become familiar with the operation of small utility vehicles, including loading and dumping of bulk materials.

**Each academic year, this equipment will impact: <sup>9</sup> \_\_\_\_\_ # of classes/sections <sup>180</sup> \_\_\_\_\_ # 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.**

Directly or indirectly use of this equipment effects SLOs for every Horticulture class as it enables the instructors, lab technicians, and students to move materials needed for labs. Current capacity is zero when the equipment is inoperable.

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

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

25 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.)**

Storage for equipment is being constructed as part of the new horticulture facility. In the meantime, it will have to be tarped and stored in our Horticulture yard during inclement weather. No additional costs.

**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 be retired, but perhaps not immediately. The Cushman has a larger carrying payload, which may be occasionally useful to move heavier materials. No major additional repair costs are anticipated. Also due to lack of availability of replacement parts, the vehicle will be retired when it experiences its next major breakdown. Storage costs are effectively zero.

**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.)**

Although some regular servicing is necessary. The costs of maintaining electrically powered equipment are minimal compared to gasoline or diesel powered equipment.

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

This is a plug-in electric powered vehicle. As such, it will not discharge pollutants. It can be set on a timer so that the recharging takes place at an optimal time, when electricity from solar cells is most available at the lowest cost, typically in the mornings, and early afternoons.

## Part A: Initial Start-up Costs

<u>Item</u>	<u>Cost</u>	<u>Comments</u>
Equipment or Materials	\$ 12,940.06	
Taxes (9.5%)	\$ 1,320.71	Stockton sales tax = 10.25%
Shipping or Delivery Charge	\$0.00	
Installation Costs *	\$0.00	
Miscellaneous Costs:		
Facilities Modifications		
Operator Training		Operators have necessary training already
Maintenance & Repair Training		Mechanic has necessary training already
Storage		Not Applicable
Other: \$210	\$0.00	
Vendor Discount	\$0.00	Included in Equipment or Materials
<b>Grand Total:</b>		\$ 14,267.7

## Part B: On-Going Annual Operating Costs

<u>Item</u>	<u>Cost</u>	<u>Comments</u>
Annual Service or Maintenance	\$0.00	
Estimated Parts Replacement Per Year	\$10	
Outside Standardization or Calibration Costs	\$0.00	
Storage Costs	\$0.00	
New Supply Costs	\$0.00	
Maintenance & Repair Labor	\$100	In-house from M&O
Licensing or Software	\$0.00	
Other: Electricity	\$100	Cost for charging is difficult to determine.
<b>Annual Operating Costs:</b>		\$210



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

Horticulture (STEM) has a equipment maintenance budget. The amount needed will probably decrease with this equipment vs. current equipment.

**Part C: Incremental Labor Costs**

**OPERATOR:**

Indicate the key operator: Laura Cornet

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: 8 hours

**MAINTENANCE & REPAIRS:**

Indicate the person performing maintenance and repairs: Laura Cornet or Robert Barratino (M&O Mechanic)

Is this in their current scope of duties? Yes

Indicate cost to train for maintenance and repairs: None

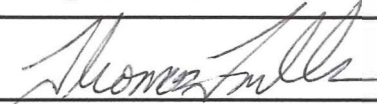
Indicate amount of time per month maintenance will be required: 5 minutes

**SIGNATURE APPROVALS**

Funded requesters will be expected to respond to a brief RAC feedback survey by a requested deadline.

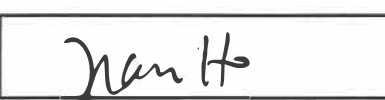
- *Requests for computer-related equipment and printers will be reviewed by the LPC IT Department.*

**REQUESTOR**



Date 9/3/21

**DIVISION DEAN/MANAGER**



Date 9/8/21

**ADMIN SERVICES, VP**



Date

**Admin Services will route as needed**

**IT MANAGER**



Date

**M&O DIRECTOR**



Date

## **A Purchase Order or Letter of Intent is required for all orders.**

To expedite the delivery of equipment, the below information must be included on your Purchase Order or Letter of Intent.

### **For any questions, please contact:**

- Vendor: Deere & Company
- 2000 John Deere Run  
Cary, NC 27513
  - Contract name and number
  - Signature
  - Shipping address
  - Billing address
  - Membership number (if applicable)
  - Tax exempt certificate (if applicable). Must be made out to Deere & Company.

### **Jerry Gudeman**

Turf & Industrial Equipment  
2715 Lafayette Street  
Santa Clara, CA 95050

Tel: 408-727-5660

Fax: 408-727-5875

Email: [jlg@turfandindustrial.com](mailto:jlg@turfandindustrial.com)

**If information is not included, the Purchase Order or Letter of Intent will be returned.**

Quote Id: 25184512

---

**ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):**

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580; DUNS#: 60-7690989

**ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:**

Turf & Industrial Equipment  
2715 Lafayette Street  
Santa Clara, CA 95050  
408-727-5660  
jmm@turfandindustrial.com

---

Prepared For:

**LAS POSITAS COLLEGE**



Proposal For:

**Delivering Dealer:**

Jerry Gudeman

Turf & Industrial Equipment  
2715 Lafayette Street  
Santa Clara, CA 95050

jmm@turfandindustrial.com

**Quote Prepared By:**

Jerry Gudeman

jlg@turfandindustrial.com

**ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):**

Deere & Company  
 2000 John Deere Run  
 Cary, NC 27513  
 FED ID: 36-2382580; DUNS#: 60-7690989

**ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:**

Turf & Industrial Equipment  
 2715 Lafayette Street  
 Santa Clara, CA 95050  
 408-727-5660  
 jmm@turfandindustrial.com

### Quote Summary

**Prepared For:**

LAS POSITAS COLLEGE  
 3000 CAMPUS HILL DR  
 LIVERMORE, CA 94551  
 Business: 925-424-1150

**Delivering Dealer:**

**Turf & Industrial Equipment**  
 Jerry Gudeman  
 2715 Lafayette Street  
 Santa Clara, CA 95050  
 Phone: 408-727-5660  
 jlg@turfandindustrial.com

**Quote ID:** 25184512  
**Created On:** 03 September 2021  
**Last Modified On:** 03 September 2021  
**Expiration Date:** 30 September 2021

Equipment Summary	Suggested List	Selling Price	Qty	=	Extended
JOHN DEERE GATOR™ TE (Model Year 2022)	\$ 15,541.00	\$ 12,899.03	1	=	\$ 12,899.03
<b>Contract:</b> Sourcewell Grounds Maintenance 031121-DAC (PG NB CG 70)					
<b>Price Effective Date:</b> September 2, 2021					
<b>Equipment Total</b>					<b>\$ 12,899.03</b>

\* Includes Fees and Non-contract items

**Quote Summary**

Equipment Total	\$ 12,899.03
Trade In	
SubTotal	<b>\$ 12,899.03</b>
Sales Tax - (10.25%)	\$ 1,322.15
California Tire Fee	\$ 7.00
Delivery fee	\$ 120.00
Est. Service	\$ 0.00
Agreement Tax	
Total	\$ 14,348.18
Down Payment	(0.00)
Rental Applied	(0.00)
<b>Balance Due</b>	<b>\$ 14,348.18</b>

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

# Selling Equipment

Quote Id: 25184512      Customer Name: LAS POSITAS COLLEGE

**ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):**

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580; DUNS#: 60-7690989

**ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:**

Turf & Industrial Equipment  
2715 Lafayette Street  
Santa Clara, CA 95050  
408-727-5660  
jmm@turfandindustrial.com

## JOHN DEERE GATOR™ TE (Model Year 2022)

<b>Hours:</b>	<b>Suggested List *</b>
<b>Stock Number:</b>	\$ 15,541.00
<b>Contract:</b> Sourcewell Grounds Maintenance 031121-DAC (PG NB CG 70)	<b>Selling Price *</b>
	\$ 12,899.03

**Price Effective Date:** September 2, 2021

\* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
559JM	GATOR™ TE (Model Year 2022)	1	\$ 12,749.00	17.00	\$ 2,167.33	\$ 10,581.67	\$ 10,581.67
<b>Standard Options - Per Unit</b>							
001A	US/Canada	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
0502	PR - Utility & Protection Package	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
1015	Turf Tires	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
2016	Non Adjustable Seat	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
3003	Deluxe Cargo Box with Brake and Taillights and Spray-On Liner	1	\$ 469.00	17.00	\$ 79.73	\$ 389.27	\$ 389.27
3101	Cargo Box Power Lift	1	\$ 815.00	17.00	\$ 138.55	\$ 676.45	\$ 676.45
3300	48V to 12V Converter	1	\$ 791.00	17.00	\$ 134.47	\$ 656.53	\$ 656.53
4054	Front Protection Package	1	\$ 626.00	17.00	\$ 106.42	\$ 519.58	\$ 519.58
4199	Less Rear Protection Package	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
6010	1.25 In. (38mm) Rear Receiver Hitch	1	\$ 91.00	17.00	\$ 15.47	\$ 75.53	\$ 75.53
<b>Standard Options Total</b>			<b>\$ 2,792.00</b>		<b>\$ 474.64</b>	<b>\$ 2,317.36</b>	<b>\$ 2,317.36</b>
<b>Value Added Services Total</b>			<b>\$ 0.00</b>			<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Total Selling Price</b>			<b>\$ 15,541.00</b>		<b>\$ 2,641.97</b>	<b>\$ 12,899.03</b>	<b>\$ 12,899.03</b>

## **A Purchase Order or Letter of Intent is required for all orders.**

To expedite the delivery of equipment, the below information must be included on your Purchase Order or Letter of Intent.

### **For any questions, please contact:**

- Vendor: Deere & Company
- 2000 John Deere Run  
Cary, NC 27513
  - Contract name and number
  - Signature
  - Shipping address
  - Billing address
  - Membership number (if applicable)
  - Tax exempt certificate (if applicable). Must be made out to Deere & Company.

### **Jeffrey Kerley**

Belcorp Ag, LLC  
1120 W Charter Way  
Stockton, CA 95206

Tel: 209-944-5714  
Mobile Phone: 209-482-1081  
Fax: 209-942-4346  
Email: [jkerley@belkorpag.com](mailto:jkerley@belkorpag.com)

**If information is not included, the Purchase Order or Letter of Intent will be returned.**



**ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):**

Deere & Company  
2000 John Deere Run  
Cary, NC 27513  
FED ID: 36-2382580; DUNS#: 60-7690989

**ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:**

Belkorp Ag, LLC  
1120 W Charter Way  
Stockton, CA 95206  
209-944-5714  
sales@belkorpag.com

**Quote Summary**

**Prepared For:**

LAS POSITAS COLLEGE  
3000 CAMPUS HILL DR  
LIVERMORE, CA 94551  
Business: 925-424-1150

**Delivering Dealer:**

**Belkorp Ag, LLC**  
Jeffrey Kerley  
1120 W Charter Way  
Stockton, CA 95206  
Phone: 209-944-5714  
Mobile: 209-482-1081  
jkerley@belkorpag.com

By signing this purchase order, buyer agrees to assume ownership and all associated risks when equipment is delivered, picked up, or invoiced, whichever comes first.

**Quote ID:** 25178293  
**Created On:** 02 September 2021  
**Last Modified On:** 02 September 2021  
**Expiration Date:** 02 October 2021

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE GATOR™ TE (Model Year 2022)	\$ 15,590.43	\$ 12,940.06 X	1 =	\$ 12,940.06
<b>Contract:</b> Sourcewell Grounds Maintenance 031121-DAC (PG NB CG 70)				
<b>Price Effective Date:</b> September 1, 2021				
<b>Equipment Total</b>				<b>\$ 12,940.06</b>

\* Includes Fees and Non-contract items

**Quote Summary**

Equipment Total	\$ 12,940.06
Trade In	
SubTotal	<b>\$ 12,940.06</b>
Sales Tax - (10.25%)	\$ 1,320.71
CA Tire Fee	\$ 7.00
Est. Service	\$ 0.00
Agreement Tax	
Total	\$ 14,267.77
Down Payment	(0.00)
Rental Applied	(0.00)
<b>Balance Due</b>	<b>\$ 14,267.77</b>

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

# Selling Equipment

Quote Id: 25178293      Customer Name: LAS POSITAS COLLEGE

**ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):**  
 Deere & Company  
 2000 John Deere Run  
 Cary, NC 27513  
 FED ID: 36-2382580; DUNS#: 60-7690989

**ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:**  
 Belkorp Ag, LLC  
 1120 W Charter Way  
 Stockton, CA 95206  
 209-944-5714  
 sales@belkorpag.com

## JOHN DEERE GATOR™ TE (Model Year 2022)

Hours: Suggested List \*  
 Stock Number: \$ 15,590.43  
 Contract: Sourcewell Grounds Maintenance 031121-DAC Selling Price \*  
 (PG NB CG 70) \$ 12,940.06

Price Effective Date: September 1, 2021

\* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
559JM	GATOR™ TE (Model Year 2022)	1	\$ 12,749.00	17.00	\$ 2,167.33	\$ 10,581.67	\$ 10,581.67
<b>Standard Options - Per Unit</b>							
001A	US/Canada	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
0502	PR - Utility & Protection Package	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
1015	Turf Tires	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
2016	Non Adjustable Seat	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
3003	Deluxe Cargo Box with Brake and Taillights and Spray-On Liner	1	\$ 469.00	17.00	\$ 79.73	\$ 389.27	\$ 389.27
3101	Cargo Box Power Lift	1	\$ 815.00	17.00	\$ 138.55	\$ 676.45	\$ 676.45
3300	48V to 12V Converter	1	\$ 791.00	17.00	\$ 134.47	\$ 656.53	\$ 656.53
4054	Front Protection Package	1	\$ 626.00	17.00	\$ 106.42	\$ 519.58	\$ 519.58
4199	Less Rear Protection Package	1	\$ 0.00	17.00	\$ 0.00	\$ 0.00	\$ 0.00
6010	1.25 In. (38mm) Rear Receiver Hitch	1	\$ 91.00	17.00	\$ 15.47	\$ 75.53	\$ 75.53
<b>Standard Options Total</b>			<b>\$ 2,792.00</b>		<b>\$ 474.64</b>	<b>\$ 2,317.36</b>	<b>\$ 2,317.36</b>
<b>Dealer Attachments/Non-Contract/Open Market</b>							
BM23989	Drawbar/ ball mount for 1.25 in. receiver hitch	1	\$ 49.43	17.00	\$ 8.40	\$ 41.03	\$ 41.03
<b>Dealer Attachments Total</b>			<b>\$ 49.43</b>		<b>\$ 8.40</b>	<b>\$ 41.03</b>	<b>\$ 41.03</b>
<b>Value Added Services Total</b>			<b>\$ 0.00</b>			<b>\$ 0.00</b>	<b>\$ 0.00</b>
<b>Total Selling Price</b>			<b>\$ 15,590.43</b>		<b>\$ 2,650.37</b>	<b>\$ 12,940.06</b>	<b>\$ 12,940.06</b>







**Office of Administrative Services**  
**Requisition Request Form**

(Wait 5-10s)  
**Reset**   **Submit**

R \_\_\_\_\_ - \_\_\_\_\_

Fiscal Year		Vendor ID #		Vendor Name		Date Required	
21-22		Unknown		Belkorp Ag, LLC		1/1/2022	
Deliver To			Room #		Return Copy of Requisition To		
Laura Cornett			806		Laura Cornett and Thomas Fuller		
Seq	Item #	Description			Qty	Unit Price	Extended Cost
1	TE	JOHN DEERE GATOR™ TE Utility Vehicle			1	\$ 14,267.77	\$ 14,267.77
2							\$ 0.00
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	\$ 14,267.77	
OPTIONAL EQUIPT. INCLUDED IN THIS COST					9.25% Tax		
					Shipping		
					<b>Total Cost</b>	<b>\$ 14,267.77</b>	
FOAP to be Charged					%	Amount	
					100		
FUND	ORG	ACCOUNT	PROGRAM				
FUND	ORG	ACCOUNT	PROGRAM				

<b>Thomas Fuller</b>	9/15/21	<i>Nan Ho</i>	9/15/21
Requestor (print name)	Date	Dean (signature)	Date
<i>Thomas Fuller</i>	9/15/21	Kristina Whalen	9/22/21
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