



INSTRUCTIONAL EQUIPMENT REQUEST

Due in Dean/Unit Head's Office on October 15, 2010 (FALL) and February 11, 2011 (SPRING)

The Definition of Instructional Equipment can be found in the California Community College's Budget and Accounting Manual. A copy of these definitions is on the PBC webpage at: <http://grapevine.laspositascollege.edu/pbc/InstructionalEquipment.php>

Name of Requestor: Mike Rinaldi Ext: 1119

Division/Unit : A & C Theater/ Performing Arts

Brief title of request (equipment or materials being requested must be similar, related or part of a system): ETC Source Four Ellipsoidal fixtures and pattern hold

Request amount (unit cost and total cost, including tax and shipping;. please include all costs, such as installation, modification to existing facilities to accommodate new equipment, etc...; this information should come from the vendor quote):

Item (s) cost	\$7035.00
Tax (.0975)	\$685.91
Shipping	\$200.00
Installation	\$
Facilities Modification	\$
Other	\$
Total Cost	\$7920.91

Attach copy of quote(s), estimate(s) and requisition(s).

(Must attach quote & requisition; absence of either will delay processing)

Please provide a brief description of the specific equipment or materials requested, including the # of pieces being requested, and what they will be used for (e.g., 10 crayola crayons, sky blue, etc...) in 250 words or less:

These are theatrical lighting fixers.
 (24) 03-2426 ETC 26 Source Four Ellipsoidal with c-clamp, color frame, black safety cable, HPL - 750X long life lamp, and L% -20 male twistlock connector attached
 (12) 10-5411 B-Size Pattern Holders

Is this in your Program Review? Yes No

Please describe how this request is incorporated into your Program Review:

Yes. These lights will be used for Theater Arts, Dance and Music performing arts classes and performances.
 They will provide a significant enhancement (for the students) to the stage lighting instructional program, as well as the look of performances at Las Positas.
 As stated in our program review "Equipment needs will be tied to the new building"

Is it a replacement? Yes Upgrade? Yes New technology? Yes

Please explain?

These lights are part of the original plan for equipment that was to be purchased and installed in the College Center for the Arts. They were pulled out of the FFE theatrical lighting package due to rising costs in the center as a whole during construction.

Below is the evaluation criteria; please see corresponding Instructional Equipment Rubric at:
http://grapevine.laspositascollege.edu/pbc/documents/PBCInstructionalEquipmentRubric_2010-11.pdf

Teaching & Learning/Impact on Enrollment (Total = 10 points for A& B)

**A. How will this item have a positive impact on instruction and/or teaching and learning in the classroom?
Is this for use by the Instructor or students, or both?**

These lights will allow us the flexibility to teach color and pattern lighting design. Students will be able to learn professional techniques that will supply them the knowledge and experience for future jobs. Overlaying multiply fixtures is an important aspect to lighting design.

It will offer more tools for student designers to be used for LPC productions and other events that will eventually be booked into the CCA.

We will be able to use/move these fixtures back and forth from the Black Box theater to the Main Stage theater and eventually, to the Amphitheater. There is a good rep plot in both facilities but not the equipment to expand and create the depth needed for student and professional lighting designers.

Yes, these will be used by instructors and students.

B. How will the equipment impact enrollment, attract, or increase the number of students participating in a course or program?

These state of the art fixtures will allow us to create more classes in theatrical lighting design and enhance already existing classes. The goal and plan of the Theater Arts Department is to offer a Technical Theater Certificate.

We will be able to offer a greater variety of classes, master classes and Community Education classes as well reaching a greater population and outreach into the community.

We will be able to train other designers and technicians throughout the community through classes and workshops. In the future we will be able to offer classes such as pattern and color classes and designing with patterns. The Theater Arts major is designed to provide knowledge, training and practical experience in all aspects of theater arts.

Outcomes (Total = 10 points)

How does this equipment enable or enhance SLOs? What are the consequences related to learning outcomes if request is not funded?

These will support the theater arts program's SLO's by gaining hands on work experience: development of professional discipline; development of a collaborative attitude; development of artistic standards and judgement;

This will also cover and support the college's Institutional Strategic Goals number 1, 2, 4, 5, 6, 9 and 10.

If this request is not funded, we will not be able to teach pattern overlay. Teaching design techniques would be limited. There will be no flexibility of lighting design for college events, not to mention any future outside rentals.

Total Cost of Ownership (Total = 5 points)

(This section attempts to identify what the ongoing costs of purchasing this equipment will be to the institution)

- a) What is the lifespan of the equipment? 5 years? 10 years? 20 years?
- b) Is there sufficient current/planned space available for the storage and use of this equipment? If so, where will it be housed? If not, is there a proposed location and are there any costs associated with installation or modifications to the space?
- c) Are there operating costs and how will they be covered by the department?
- d) What will be required to maintain the equipment, such as regular servicing or upkeep? Who will perform maintenance, and what will the estimated costs be?

a) 20 years plus

b) Yes. With the opening of the CCA, there is proper storage in both the Black Box and the Main Stage theaters.

c) No, the only operating costs would be those of the electricity due to turning them on. They are high efficiency lamps so they are energy efficient. Just the cost of the lamp, which are long life.

d) The only servicing would be dusting by students.

Health and Safety (Total = 2 points)

Explain if this equipment responds to a security or health and safety need for faculty and students:

Not having these fixtures creates a safety problem. In moving fixtures throughout the year to accommodate classes, programs and future outside rentals there will be more room for human error. We are not properly staffed and these fixtures will allow us the flexibility in both spaces to not have to move them as often.

Visibility/Profile within Community (Total = 1 point)

Is this a "flagship" item that will bring recognition/notoriety to the College or raise the stature of the program? Will it attract students and/or enhance the image of the College in the community because of its rare, one-of-a-kind status?

Yes, these are "flagship" fixtures to our new CCA. While we have a new state of the art facility, we need to furnish it with the proper equipment. This will bring recognition and notoriety to the College and raise the stature of the theater arts program.

If this is not funded, the beautiful new theaters will continue to not be properly equipped nor used to their fullest.

Commitment to Sustainability (Total = 1 point)

If the equipment exceeds basic sustainability goals or provides renewable resources to the College, provide specific details:

Does not exceed basic sustainability goals. Does provide energy efficiency in lamps.

Access (Total = 1 point)

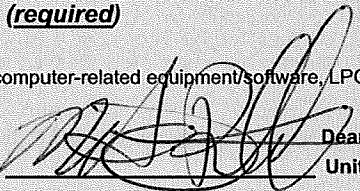
Provide evidence that the requested equipment is consistent with universal design* and will ensure access above and beyond standard capability.

These lights are standard in the industry from theatrical lighting to concert lighting to trade shows, anything involving entertainment with lights. Since they are movable, students of multi diversity needs can learn from them and use them with ease. These would fall under the principle of universal design features that include: flexible in use; equitable use; simple and intuitive; low physical effort, and size and space for approach and use.

**Universal design is an approach that addresses and redresses the primary barrier to making expert learners of all students. Some examples include: light switches with large flat panels rather than small toggle switches; buttons and other controls that can be distinguished by touch; bright and appropriate lighting, particularly task lighting; auditory output redundant with information on visual displays; visual output redundant with information in auditory output; contrast controls on visual output; use of meaningful icons with text labels; clear lines of sight to reduce dependence on sound; volume controls on auditory output; speed controls on auditory output; choice of language on speech output. Items incorporating the principles of universal design feature: equitable use; flexibility in use; simple and intuitive; perceptible information; tolerance for error; low physical effort; and size and space for approach and use. (Wikipedia)*

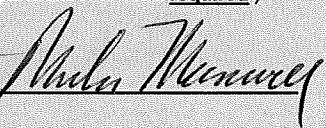
Signatures (required)

(If requesting computer-related equipment/software, LPC IT Department Review is **required**.)

Requested by 

Dean/

Unit Head



IT Department Signature

Vice President

LPC VP Admin. Svcs/President

LPC Business Office Use (Account Number)



890 Walsh Avenue, Santa Clara, CA 95050
800-THEATER • Fax 408-986-9552 • www.musson.com

February 25, 2011

Mike Rinaldi
Las Positas College
510-301-7843
mrinaldi@laspositascollege.edu

RE: Source Fours

<u>Qty</u>	<u>SKU</u>	<u>Description</u>	<u>Unit Sell</u>	<u>Ext. Sell</u>
24	03-2426 ETC	26° Source Four Ellipsoidal with c-clamp, color frame, black safety cable, HPL-750X long life lamp, and L5-20 male twistlock connector attached	\$290.00	\$6960.00
12	10-5411	B-Size Pattern Holders	\$6.25	\$75.00
Totals:				\$7,035.00
Tax:				\$685.91
Approximate Freight				\$200.00
Grand Total:				\$7,920.91

Please allow 7-14 days for delivery. Prices are good for thirty days. Terms are net 30 days with a purchase order. You may substitute for 19°, 36° or 50° at no charge in any quantity or mixture.

Dinna Myers / Sales Manager

LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition

#R

FOR REIMBURSEMENT: List payee name & sn.

TAX ID#

SUGGESTED VENDOR **Musson Theatrical**

For inventory purposes include room # where

FOR OFFICE USE ONLY

NAME OF STAFF MEMBER **Mike Rinaldi**

DATE WRITTEN **2-Mar-11**

DATE REQUIRED

DIVISION/ DEPARTMENT **Theater - A & C**

Black Box & Main Stage

RETURN COPY OF REQUISITION TO: **Mike Rinaldi**

DESCRIPTION (PRODUCT, TYPE, SIZE, COLOR, STOCK NUMBER)

UNIT

QTY

UNIT PRICE

Air

ETC Source Four Ellipsoidal w/ c-clamp, color frame, safety cable, HPL-750 long life lamp & L5-20 male plug

#03-2426

24

\$290.00

\$6,960

B-Size Pattern Holders

#10-5411

12

\$6.25

\$75.00

Vendor Information/ Remit To:

Deliver To, include room # (optional):

Musson Theatrical

Scene Shop Room # 4125

890 Walsh Ave.

Santa Clara, CA 95050

Comments:

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

BT#

TOTAL COST \$ 7,990.91

Subtotal

\$ 7,035.00

Tax

\$ 0.0975

\$ 685.91

Shipping (if available):

\$ 200.00

ACCOUNT #

FUND

ORG

ACCT

PROGRAM

Business Office

APPROVALS

Supervisor/ Coordinator/ Director



Dean/ VP/ President