

# Instructional Equipment Request Form

Name of Requestor: David Everett Division: STEM

This Equipment Request is:  A Replacement |  An Upgrade |  New Equipment or 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:

### Equipment Location

Building #: Campus Hill Winery Room #: 806

### Comments:

4-300L stainless steel tanks with stands that will include:  
\*Sample port, tri-clover and gasket (X4)  
\*Racking port, butterfly valve, tri-clover and gasket (X4)  
\*Lees port, butterfly valve, tri-clover and gasket (X4)  
\*Variable capacity lid with 2" bung hole (X4)  
\*Thermometer port with thermometer (X4)

Mini-Vigor flexible impeller pump  
20x20 plate and frame filter with crossover plate and various filter plates

5 barrel bungs with airlock hole

This hands-on instructional equipment will improve wine making instruction and support winery operations. This various winery equipment will support student projects and support the instruction specific to the safe set-up, operation, and break-down of this winery equipment. The individual tanks will be dedicated to student team projects and have the capability of temperature control which is critical to successful winemaking. The mini-vigor impeller pump will work in unison with the plate and frame filter. The plate and frame filter is needed to filter out impurities before bottling. It is needed to pre-filter before the wine is passed through our existing filtration system. At this point, our existing system is unable to process wines due to clogging.

The barrel bungs will receive airlocks. We do not have enough for instruction.

**If applicable, describe the legal requirement, mandate, or safety concern related to the purchase of this equipment, making specific reference to legal requirements or regulations:**

There are no legal requirements for this equipment

## SECTION 2: LPC Mission Statement and LPC Planning Priorities

### LPC Mission Statement

Las Positas College is 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 lifelong learning.

### LPC Planning Priorities

- 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.

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

The acquisition of this equipment will support inclusive learning by providing additional instructional materials. Instructional equipment is a foundation of educational support for completion of students' transfer, basic skills and more definitive, career-technical education and retraining goals. Successfully completing these goals will provide more avenues for successful job placement and/or advancement in the current field of winery technologies.

The acquisition of this equipment is proof of our commitment to the ongoing process implementing best practices to meet ACCJC standards. As new technology, this equipment will also provide necessary institutional support for curriculum development and maintenance, the development of SLO's, CSLO's, and PSLO's and their assessments. After purchasing this attachment, there could be an opportunity to expand winery workshops that support many of the VWT classes. Finally, the most valuable result of acquiring this equipment will be our addressing the current and future professional development needs of the VWT faculty, classified and administrators in support of educational master plan goals which will in the end, benefit our students.

SECTION 3: Educational Items | Program Review

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

This equipment will have a sweeping impact on a number of VWT courses including:

- VWT 10: Introduction to winemaking
- VWT 20: Introduction to winery equipment
- VWT 31: Grape processing
- VWT 32: Grape sorting for purity
- VWT 41: Filtration training workshops
- VWT 42: Wine making team projects

The programs and classes listed above are just a snapshot of how this equipment will improve instruction and benefit learning.

The VWT program leans heavily on "hands-on" learning. This equipment will allow a front row seat to specific operational aspects of the wine industry and will ready the students for immediate employment.

**Is the equipment part of an upcoming Program Review? Was it included last year? If not, why? Use language from your Program Review to explain:**

The need for a this equipment has not been mentioned specifically, but voicing the need for more instructional equipment has been mentioned numerous times over a decades worth of Program Reviews.

While the specific equipment is not mentioned (see equipment list), there is a statement that addresses the VWT budget: "The VWT operating budget is insufficient. Supplies and operating materials are needed beyond the amount the small amount budgeted each year. Operating budget has not increased." It has not increase in over 12 years.

With ongoing improvements and innovations to wine making and grape growing, the tools that are used and the new technologies that are constantly being introduced to the wine industry, it would be impossible to look into the future to identify any specific piece of equipment. The inadequate budget is a direct link to our IER needs.

**SECTION 4: Teaching and Learning**

**Please use evidence and data that describes how the equipment provides enhancements/benefits to the current level of teaching capabilities:**

The program relies heavily on "hands-on" instruction. The individual tanks will provide a unique and valuable experience for the students. The tanks will be dedicated to team projects and have the capability to be temperature controlled. This means red or white wine can be processed in them. The tanks come with all the attachments the students need to be instructed on. These tanks represent the industry standard. We do not have this capability at this point in time. To offer "team tanks" to the students would be amazing! Teaching filtration is impossible without a filter. We will be able to provide the proper instruction with the equipment in-hand. The filtration works in unison with the pump. Filtration is a key feature of modern, quality wine.

**Detail the impact the equipment has on learning:**

The VWT program emphasizes hands-on learning. Having this equipment in place for the students to be trained on is critical to learning and it just makes sense. Observing operation and safety protocols up close and in person are valuable learning opportunities. Every working winery has tanks, pumps and filters. Our students will be well versed on the safe operation, set-up and break down of each piece and be ready for placement in the workforce when they complete their education in winery technology.

**Please state the number of classes and students the equipment will impact:**

<b>Classes/Sections:</b> 6	<b>Students:</b> 120
----------------------------	----------------------

SECTION 5: Student Learning Outcomes (SLOs)

**Document how the equipment will enable you to surpass your current Student Learning Outcomes:**

Currently, there are no "tank and filter" SLOs specific to this equipment. This is due to the fact that we did not have a plate and frame filter. There is also no way to assess an SLO that has not yet been created.

When the instructional equipment is in place, we will be able to build appropriate SLO's (and assessments) that will apply to tank set up, filter operation and pump safety protocols.

SECTION 6: Total Cost of Ownership | Maintenance and Sustainability

**Please provide the lifespan of the proposed equipment:**

This equipment will last the lifetime of the program. It is built to last.

**What are the requirements and associated costs for the storage of the equipment?**

No storage costs

**Is there a specific location required to store the equipment?**

*Note: include storage costs in Part A: Initial Start-Up Costs (pg. 10)*

Not required no.

**Does the new equipment replace older equipment? If so, will you retire/surplus the old equipment? If not, where will you store the older equipment and what are the associated storage costs?**

It will not replace older equipment.

SECTION 6: Total Cost of Ownership | Maintenance and Sustainability (cont'd)

**What are the maintenance costs associated with the regular upkeep of the equipment?**

N/A

**Detail how the equipment meets or exceeds [LPC's Sustainability Efforts](#):**

**How does the equipment provide renewal resources to the college?**

SECTION 6: Total Cost of Ownership | Maintenance and Sustainability (cont'd)

Part A: Initial Start-Up Costs		
Type	Cost	Comments
Equipment or Materials	\$ 15,805.30	
Shipping & Delivery Fees	\$ 0.00	
Installation Costs	\$ 0.00	
Miscellaneous Costs	\$ 0.00	
Modification to Facilities	\$ 0.00	
Operator Training	\$ 0.00	
Maintenance/Repair Training	\$ 0.00	
Storage	\$ 0.00	
Other	\$ 0.00	
Discounts (enter as negative)		
<b>Sub-Total</b>	<b>\$ 15,805.30</b>	
<b>Taxes</b>	<b>\$ 1,501.50</b>	
<b>Grand Total</b>	<b>\$ 17,306.80</b>	
Part B: Annual Operating Costs		
Type	Cost	Comments
Service/Maintenance	\$ 0.00	
Part Replacement	\$ 0.00	
Vendor Calibration or Standardization	\$ 0.00	
Storage	\$ 0.00	
Supplies	\$ 0.00	
Maintenance/Repair Labor	\$ 0.00	
Software Licensing	\$ 0.00	
Other	\$ 0.00	
<b>Grand Total</b>	<b>\$ 0.00</b>	
<b>Overall Cost:</b>	<b>\$ 17,306.80</b>	

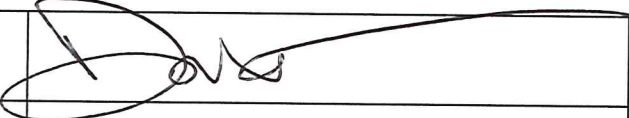


SECTION 6: Total Cost of Ownership | Maintenance and Sustainability (cont'd)

Operator	
Primary operator:	Trained Program Director and/or Trained Faculty
Does the work align with current position duties?	<input checked="" type="checkbox"/> Yes   <input type="checkbox"/> No
Cost to train primary operator:	0
Approx. # of hours equipment will be used per month:	40 or more
Comments:	
Maintenance and Repairs	
Who will perform maintenance and repairs?	FACULTY & LAB TECH
Estimated hours per month:	2
Does the work align with current position duties?	<input checked="" type="checkbox"/> Yes   <input type="checkbox"/> No
Cost to train for maintenance and repairs:	0

**Approvals and Signature Routing**

Before signing below, please confirm all fields are filled out and all information provided is correct. Requests must be fully complete, signed, and submitted to your Division Dean by the deadline (see page 1). Requisition and quote must be attached to this form before signing. Adobe prevents adding pages once a document has been e-signed.

Requestor:		Date:	10/11/22
Division Dean:	Nan Ho	Date:	10-12-22
Vice President:		Date:	
College Technical Service Manager:		Date:	
M&O Director:		Date:	
Vice President, Administrative Services:		Date:	



## Office of Administrative Services

(Wait 5-10s)

Reset

Submit

# Requisition Request Form

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

Fiscal Year	Vendor ID #	Vendor Name	Date Required			
2022/23		Vintners Vault	5/1/2023			
Deliver To		Room #	Return Copy of Requisition To			
Las Positas College		806	David Everett			
Seq	Item #	Description	Qty	Unit Price	Extended Cost	
1	1	300L stainless steel tank; jacketed	4	\$ 2,545.00	\$ 10,180.00	
2	2	mini-vigor impeller pump	1	\$ 2,750.00	\$ 2,750.00	
3	3	20x20 plate and frame filter	1	\$ 1,320.00	\$ 1,320.00	
4	4	barrel bungs with airlock capability	5	\$ 10.00	\$ 50.00	
5		misc filter pads	6	\$ 37.25	\$ 223.50	
6		0.45 sterile filter pads	2	\$ 41.25	\$ 82.50	
7		butterfly valves	8	\$ 80.00	\$ 640.00	
8		Tri-clover gasket 1.5"	8	\$ 0.25	\$ 2.00	
9		airlock plastic 3-piece	10	\$ 1.29	\$ 12.90	
10		Tri-clover gasket 2"	4	\$ 0.35	\$ 1.40	
11		Tri-clover clamp 2"	4	\$ 8.00	\$ 32.00	
12		Tri-clover clamp 1" & 1.5"	8	\$ 6.50	\$ 52.00	
13		Tank vent 2" & 3"	4	\$ 65.00	\$ 260.00	
14		filter crossover plate	1	\$ 199.00	\$ 199.00	
15					\$ 0.00	
Comments					<b>Subtotal</b>	\$ 15,805.30
					10.25% Tax	\$ 1,501.50
					<b>Shipping</b>	
					<b>Total Cost</b>	\$ 17,306.80
FOAP to be Charged				%	Amount	
IER	-	-	010400	100	\$ 17,306.80	
FUND	ORG	ACCOUNT	PROGRAM			
-	-	-				
FUND	ORG	ACCOUNT	PROGRAM			

David Everett
10/8/22
*Nan Ho*
10-12-22  
 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			



# The Vintner Vault

3230 Riverside Ave  
 Paso Robles CA 93446  
 805-226-8100  
 805 226-8188

"IT'S WHERE THE WINE INDUSTRY SHOPS"

## Quote

Quote #: 5113  
 Transaction #: 0  
 Account #: PR-LASPOSITASCOLL  
 Page: 1 of 1  
 Date: 10/12/2022  
 Time: 10:05 AM  
 Cashier: 2  
 Register #: 2

Bill To: Accounts Payable  
 Las Positas College/Shabot CCD  
 7600 Dublin Blvd  
 3rd Floor  
 Dublin, CA 94568  
 925-424-1343 AP 925-424-1634

Ship To: ~~Dyan Miller~~  
 Las Positas College  
 Receiving Department  
 3000 Campus Hill Dr.  
 Livermore, CA 94551  
 925-424-1343

Rep	Item Lookup Code	Description	Quantity	Price	Extended
	PMP-1500	Pump Vigor Mini	1	\$2,750.00	\$2,750.00
	Comment	220V 3 Phase	1	\$0.00	\$0.00
	FL-1270	Filter 20cm 20 Plate No Pump	1	\$1,320.00	\$1,320.00
	FL-1450	Filter 20cm Crossover Plate	1	\$199.00	\$199.00
	FL-1121	Filter Pad 20cm 14.0 25pk	2	\$37.25	\$74.50
	FL-1119	Filter Pad 20cm 5.0 25pk	2	\$37.25	\$74.50
	FL-1118	Filter Pad 20cm 2.0 25pk	2	\$37.25	\$74.50
	FL-1115	Filter Pad 20cm 0.45 25pk	2	\$41.25	\$82.50
	SS-1960	Clamp TC 1" & 1.5"	8	\$6.50	\$52.00
	SS-2140	Gasket TC Buna 1.5"	8	\$0.25	\$2.00
	SS-2141	Gasket TC Buna 2"	4	\$0.35	\$1.40
	SS-1961	Clamp TC 2"	4	\$8.00	\$32.00
	BNG-1000	Bung 3/8 Hole	10	\$5.00	\$50.00
	WE-1291	Airlock Plastic 3-Piece	10	\$1.29	\$12.90
	TK-2583	Tank Vent 2" & 3" TC	4	\$65.00	\$260.00
	SS-1851	Butterfly Valve 1.5" TC 14pt	8	\$80.00	\$640.00
	TK-5004	Tank Custom VCT Conical	4	\$2,545.00	\$10,180.00
	SHIPP	Freight Shipping TBD	1	\$0.00	\$0.00

Thank you for shopping  
 The Vintner Vault  
 Please come again!

Sub Total \$15,805.30  
 Sales Tax \$1,501.50  
 Total \$17,306.80  
 Change Due \$0.00