



Instructional Equipment Request (IER) Form FY 2022-2023

Deadlines

Date	Action
October 12, 2022	IER forms due to Division Dean
October 19, 2022	Division review of IER forms (Dean & VP signature)
October 21, 2022	IER forms due to Executive Assistant of Administrative Services (with Dean & VP signature)

Checklist

- All IER form fields complete (**attach requisition and quote before e-signing IER form**)
- Requisition completed and attached
- Valid quote attached (with extended expiration date) including (1) shipping costs, (2) installation fees, and (3) taxes. **Do not split quotes or submit duplicate quotes.** For assistance with quotes, please contact Bill Pagano at bpagano@clpccd.org or (925) 485-5271.
 - If the quote total (including taxes) ranges from **\$30,000 to \$99,099**:
 - You must submit **three** written quotes with your request.
 - For quotes of **\$99,100 or more**, the request must go out for bid (aka RFP process) and requires Board approval. You will be provided further instruction after your request is approved.
- IER form and requisition signed by Requestor
- IER form, requisition, and quote submitted as one PDF file to Division Dean including:
 - New Vendor Form (if new vendor)
 - Copy of W9 (if new vendor)

*Note: Mac Users – do not use Apple Preview to complete forms – data will not appear when printed.

IER Process Flow

1. All paperwork filled out and signed by Requestor
2. Requestor submits to Dean for signature
3. Dean submits to VP for signature
4. VP submits to Executive Assistant of Administrative Services for review
5. EA Admin Svcs submits to M&O and IT for review
6. EA Admin Svcs creates scoring spreadsheet and disseminates to committee
7. RAC scores submissions and returns to EA Admin Svcs
8. EA Admin Svcs combines committee scores for review
9. RAC Chair documents committee scoring in memo
10. College President meets with RAC Chair to review committee recommendations
11. President's Office provides approval memo to RAC
12. RAC submits IER forms to Business Office for processing

Instructional Equipment Definitions

Allowable Items

Allowable Items: 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. Please note that requests are not limited to the examples shown below.

1. **Equipment and Furniture:** instructional equipment and furniture for primary use by students in instructional programs:
 - a. Classroom/laboratory equipment including whiteboard, screen, projector, etc.
 - b. Instructional furniture including desks, tables, podium, chairs, etc.
2. **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.
3. **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.
4. **Adaptive Equipment:** adaptive equipment for ADA/OCR students are allowed to assist them in a learning environment.
5. **Library Material:** databases, online subscriptions, books, periodicals, videos, etc.

Non-Allowable Items

Non-Allowable Items: Administrative or non-instructional purposes including equipment being used for administrative or non-instructional purposes is not allowed, including photocopiers, file cabinets, bookcases, computers, networking infrastructure, software licenses.

IE Rubric

RAC evaluates each IE request based on the rubric below. RAC stresses the importance of quality requests. RAC may choose not to rank incomplete IE requests.

Criteria	Strong Evidence	Adequate Evidence	Limited Evidence
LPC Mission & Planning Priorities [Section 2] (5 points) Ranking Scale	Clear and compelling evidence/data that equipment will fully support LPC Mission and Planning Priorities. 4-5	Clear evidence/data that equipment will fully support LPC Mission and Planning Priorities. 2-3	Limited or no evidence/data that equipment will support LPC Mission and Planning Priorities. 0-1
Educational Items: Programmatic Impact and Institutional Support [Section 3] (10 points) Ranking Scale	Clear and compelling evidence/data (as stated in program review) that this equipment will have substantial impact on program curriculum. 8-10	Clear evidence/data (as stated in program review) that this equipment will have substantial impact on program curriculum. 4-7	Limited or no evidence/data (as stated in program review) that this equipment will have an impact on program curriculum. 0-3
Teaching & Learning [Section 4] (10 points) Ranking Scale	Clear and compelling evidence/data that equipment provides much needed or beneficial enhancement to instruction. 8-10	Clear evidence/data that equipment provides enhanced instruction that is not met through current means. 4-7	Limited or no evidence/data that equipment provides enhanced instruction that is not met through current means. 0-3
Outcomes [Section 5] (5 points) Ranking Scale	Clear and compelling evidence/data that equipment will support course and/or program outcomes above and beyond current capability. 4-5	Clear evidence/data that equipment will support course and/or program outcomes beyond current capability. 2-3	Limited or no evidence/data that equipment will support course and/or program outcomes beyond current capability. 0-1

Instructional Equipment Request Form

Name of Requestor: Scott Miner

Division: PATH

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 #: New Advanced Manufacturing Bldg. Room #: TBD

Comments:

This equipment is intended to replace the original plate shear purchased when our program began and building 800 was brand new. The machine has been in service for 42 years serving every one of the thousands of students that have taken a WLDT class. It is a set of industrial strength sissors used to cut up 100% of all plate material used by in our classes. Plate material is 3/16" or thicker. It is used to cut up our steel, stainless steel and aluminum welding coupons. It is used to prepare materials for student certification testing and preperation. We cannot operate our program in an efficient manner without the use of a plate shear.

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:

This equipment is as safe to use as a computer mouse if operated correctly. If used incorrectly, over-riding safety features, ignoring signage, defeating garding or placing a body part in a compromised location can have severe consequences. In 42 years, one student used the machine in a way that they placed their hand in a spot dierctly adjacent to a space with singnage that warned of the hazard present. Your imagination can help describe what happened next. It was determined that the safety guarding was correct and in place as the machine was sold, the training and instruction was solid, but the guarding was not up to the most current OSHA safety standards. As such it was never used by another student, and designated a staff or faculty use only machine. Because of the cost and size of the equipment, as well as the importance to the operations of the program is was determined that the machine would be replaced when we moved into our new facility which is now planned for Fall 2023. The equipment attached to this request meets the current OSHA standards.

IN OUR OPINION THIS ITEM SHOULD NOT GO THROUGH THE RANKING PROCESS AND BE REPLACED AS IT PRESENTS A PAST, PRESENT AND FUTURE LIABILITY RISK TO THE DISTRICT DUE TO OUTDATED SAFETY FEATURES.

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:

This equipment will provide Las Positas College welding students an inclusive, learning centered, equity focused environment. Las Positas College welding offers educational opportunities and support for completion of students transfer, degree, and career technical goals while promoting lifelong learning.

This equipment will provide students with increased CTE student success and completion through changes in our college practices and processes, coordinating needed academic support, removing inequities & barriers, and supporting focused professional development for faculty and staff.

Students in this program are defined as being part of the "Critical Infrastructure Workforce", important to our local, State and our Nation's economy and public safety.

SECTION 3: Educational Items | Program Review

Specify the educational programs the equipment supports:

Welding Technology

Ironworkers Union Apprenticeship

All Manufacturing Courses

Engineering Technology

Fixtures and aids for other programs on campus such Swimming, Automotive, Engineering and Horticulture as examples.

M&O Campus operations

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:

AY 2020-21 Program review :

Section A. Accomplishments

Preparation, vision and planning for our new Advanced Manufacturing facility slated to open in Fall of 2023

Section C Planning

Refreshing shop equipment to meet industry standards.

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:

As stated earlier, this equipment processes 100% of our plate material. Plate materials are used in about 70% of our course work with 20% being sheet material and another 10% bar and pipe. This equipment processes 5,000-10,000 pounds of student material per year in preparation for lab classes. Our program is unlike other programs on campus, where labs are the majority of the time a student spends at LPC. Being a lab based program requires lab equipment that matches what a student might be expected to use in an employment setting. This is one of the most, if not the most important piece of equipment to our department's success. A shear is used to cut flat materials, where a saw is used to cut bar, structural shapes and pipe. The alternative is to use manual hand held equipment operating with consumable gasses and a torch operation at 10% of the rate and efficiency of the requested machine. The students would have about 10% of lab working materials as they currently have as well. This is standard shop equipment in a modern fabrication facility. Directly connected to student success in a Welding or Manufacturing lab based program.

Detail the impact the equipment has on learning:

This equipment keeps students safe. This equipment touches every lab class we offer. The one time it went down and needed repair, we had to change how we did business on the fly, just like moving online in March 2020 was for other programs. Huge impact. Prepares majority of materials used for certification testing by all students in program.

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

Classes/Sections: 20+ Classes/40-60 Sections/Year	Students: 100% - 100-125 CTE Students/Year
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SECTION 5: Student Learning Outcomes (SLOs)

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

Our program is subject to the most substantial regulations of any program on the LPC campus.

We have more than 12 specific industry Certifications listed as a SLO for a lab courses.

One of our PSLO is focused on Industry Certifications

We need this equipment to prep the material needed to train students to meet these industry standards

SECTION 6: Total Cost of Ownership | Maintenance and Sustainability

Please provide the lifespan of the proposed equipment:

The current equipment is still in use after 42 years.
With the correct maintenance, we would expect something similar.
25 years in a normal shop environment is not uncommon.

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

No storage needs.

Is there a specific location required to store the equipment?

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

No storage needs

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?

Replacement
District should scrap machine to avoid liability with buyer

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

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

One major repair in 42 years on the old machine.
Weekly and monthly work performed by Technician/Classified Professional that supports Welding.
Blades sharpened ever 10 years

Detail how the equipment meets or exceeds LPC's Sustainability Efforts:

The existing equipment and the new equipment are made from 95% recycled materials and will remelted and reborn as another product, shape or form. Steel is a green material in that it is infinitely recyclable.
This equipment will process 5-10,000 pounds of recyclable student materials every year.

How does the equipment provide renewal resources to the college?

It runs on electricity generated from the solar panels on campus.
It emits no greenhouse gasses of any type

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

Part A: Initial Start-Up Costs		
Type	Cost	Comments
Equipment or Materials	84,289	
Shipping & Delivery Fees	5900	
Installation Costs	1500	North South
Miscellaneous Costs		
Modification to Facilities		
Operator Training		
Maintenance/Repair Training		
Storage		
Other		
Discounts (enter as negative)		
Sub-Total	85789	
Taxes	8793.37	
Grand Total	100482.37	
Part B: Annual Operating Costs		
Type	Cost	Comments
Service/Maintenance	\$0	J. Weston - Sr Lab Technician
Part Replacement		
Vendor Calibration or Standardization		
Storage		
Supplies	\$100	Hydraulic Fluid Top off
Maintenance/Repair Labor		
Software Licensing		
Other		
Grand Total	\$100	
Overall Cost:		

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

Operator	
Primary operator:	Faculty, Staff & Students
Does the work align with current position duties?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Cost to train primary operator:	\$1500 to install and train
Approx. # of hours equipment will be used per month:	100-120
Comments: We like this North American made machine . Yuba College has a few machines from this builder. Faculty have used at past employers, solid well built, not the cheapest, but best value, and good safety features.	
Maintenance and Repairs	
Who will perform maintenance and repairs?	J Weston - Sr Lab Technician
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:	10/12/22
Division Dean:		Date:	10/19/22
Vice President:		Date:	
College Technical Service Manager:		Date:	
M&O Director:		Date:	
Vice President, Administrative Services:		Date:	



Office of Administrative Services
Requisition Request Form

(Wait 5-10s)

Reset Submit

R _____ - _____

Fiscal Year	Vendor ID #	Vendor Name			Date Required
2022		North South Machinery			Fall 2023
Deliver To		Room #	Return Copy of Requisition To		
Advanced Manufacturing		TBD	S.Miner/PATH Division Office		
Seq	Item #	Description	Qty	Unit Price	Extended Cost
1	63758	3/8 x 8 ft Hydraulic Shear - AccurShear	1	82054	\$82,054
2		Front Support Arms	1	\$860	\$860
3		T-Slot in Table	1	\$375	\$375
4		Hydraulic Oil	1	\$1000	\$1000
5		Install & Basic Training	1	\$1500	\$1500
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	85,789	
			10.25% Tax	8793.37	
			Shipping	\$5,900	
			Total Cost	100,482.37	
FOAP to be Charged			%	Amount	
			095650	100	
FUND	ORG	ACCOUNT	PROGRAM		
FUND	ORG	ACCOUNT	PROGRAM		

Scott Miner 10/12/2022

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: _____

Scott Miner
 Las Positas College
 3000 Campus Hill Dr
 Livermore, CA 94551
 sminer@clpccd.org

Quote #: Q-04686-1
 Date: 10/12/2022
 Expires On: 10/22/2022

Investment Summary:

AccurShear 63758

QTY	DESCRIPTION	UNIT PRICE	EXTENDED
1	AccurShear 63758, 3/8 in X 8 ft Hydraulic Shear	\$82,054.00	\$82,054.00
1	Front Support Arms 2' with T-slot, recessed inch/metric scale, disappearing stop	\$860.00	\$860.00
1	T-slot in table: machined front to back c/w inch/metric scale recessed into table	\$375.00	\$375.00
1	Hydraulic Oil for Models 62508-675020	\$1,000.00	\$1,000.00
AccurShear 63758 SUBTOTAL:			\$84,289.00
AccurShear 63758 TOTAL:			\$84,289.00

SUBTOTAL:	\$84,289.00
TOTAL:	\$84,289.00

OPTIONS TO CONSIDER

Services

QTY	DESCRIPTION	UNIT PRICE	EXTENDED
1	Freight	\$5,900.00	\$5,900.00
1	Machine Installation & Basic Operator Training	\$1,500.00	\$1,500.00
Services SUBTOTAL:			\$7,400.00
Services TOTAL:			\$7,400.00

Notes:

Terms & Conditions:

Terms: 30% Down with Order, 60% Prior to Shipment, 10% Due at Installation Or Net 15 From Ship Date,
Whichever Comes First

FOB: Shipping Origin - Freight & Rigging Quoted by Request

Validity: 10 Days from Issue

Warranty: 2 Years Parts and 1-Year Labor

Tax: Prices DO NOT include State or Local Tax

Prices and specifications subject to change without notice.

The fulfillment of accepted orders is contingent on accidents, fire, strikes, or other causes beyond our control.

North South Machinery is not responsible for misprints or typographical errors

We thank you for the opportunity to quote you on these items and look forward to doing business with you in the future. If you should have any questions, please do not hesitate to call me at (562) 690-7616

Sincerely,

Bob Stewart

Regional Sales Manager

bstewart@northsouthmachinery.com

+1 2096237842



BETENBENDER MANUFACTURING, INC.



Emrick Machinery Sales Inc
2626 E. Jensen Ave Fresno Ca 93706 559-233-6115 info@emrickmachinery.com

Oct. 4, 2022

MADE IN THE USA

Las Positas College
Scott Minor
sminer@clpccd.org

Betenbender 8' x 3/8" HYDRAULIC SHEAR..... \$ 67,500.00

*We can no longer absorb the higher cost of rapidly rising material prices.
Therefore, effective Nov. 15, 2021, we will be implementing surcharge.*

17% Surcharge..... \$ 11,475.00

Standard Equipment:

36" Power Backgauge w/LED Readout
4' Squaring Arm w/Inlaid scale
Power Adjust Variable Rake
Hydraulic Self-Compensating Holddown Bar Assy
All Steel Construction
Mark II Knives HCHC
Approximate Weight: 18,500

NEMA Electrics
Disconnect Switch
Hour Meter
Light Beam Gauge
All Hydraulic Fluids
Manual Swing Up Backgauge
Baldor 20 HP Motor

Optional Equipment:

NC Control 5 Station "Go To" Positioner.....\$ 620.00NO CHARGE
48" Support Arms/Front Gauges w/Scales.....780.00 pair.....NO CHARGE
Solid Table Top – Bolt on Segments.....950.00NO CHARGE
Neoprene Holddown Caps.....8.00 each.....NO CHARGE
One Shot Lube.....740.00NO CHARGE
2 Position Power Blade Gap2,000.00

This does not include freight, set-up or rigging.

Please call Jay at JT&Co. for a freight rate 417-374-7341.

Expiration Date: 30 days

Delivery: approximately 10-12 weeks after P.O. date

Terms: 25% deposit, balance before shipment

For financing programs and options please call Michelle Sherman of Apex Capital at 201-362-4052, or mscherman@financewithapex.com.

**EMRICK MACHINERY SALES INC
2626 E. JENSEN AVE FRESNO CA 93706
559-233-6115 INFO@EMRICKMACHINERY.COM**

**SMALL BUSINESS CERTIFICATION
#31020**



Shear
Budgetary Proposal
3/8-08



650 Race St. • P.O. Box 1206 • Rockford, IL 61105, U.S.A. Proud
Tel: 1-800-338-5471 • E-mail: sales@megafab.com
www.megafab.com





Technical Specifications

Piranha CNC Shear
Model: 3/8-08

Capacity	3/8	Mild Steel	
Capacity	3/16	Stainless	
Cut Length	8	FT	
Rake Angle	0.5-2	Degree	
Full Strokes No Load	8	Per Minute	
Back Gauge Length	39	IN	
Hold Down Cylinders	14	#	
Overall Dimensions	L	128	IN
	W	75	IN
	H	89	IN
Oil Capacity	96	Gallons	
Motor	20	HP	
Machine weight	17,600	LBS	

Structural features

- European design
- Guillotine style
- Stress relieved
- Machined in one set up to assure parallelism and verticality of all mounting surfaces
- 3 Front sheet supports

Ram

- 3 Point roller guide system



Hydraulic system

- Hydraulic system from Bosch/Rexroth
- Overload protection
- Sight glass on tank for easy oil level checks

Back gauge system

- AC Motor Drive with ball screw and linear rod guides

Electrical system

- Electrical components are sourced to ensure reliability, longevity and common off the shelf replacements
- Standard Foot Pedestal

CNC controller

- Delem DAC 360

List of main commercial components

Name	Supplier
CNC system	Netherland (Delem)
Servo motor	Japan (PANASONIC)
Servo drive	
Hydraulic system	Germany (BOSCH REXROTH)
High-pressure filter	HYDAC
High-pressure gear pump	SUMITOMO
Cylinder Seals	Austria (ECONOMOS)
AC contactor	Germany (SIEMENS) France (SCHNEIDER)
Electrical Components	Germany (SIEMENS) France (SCHNEIDER)



Standard Features

We are pleased to offer the following Piranha equipment for your consideration:

- (1) Piranha Shear Model 3/8-08P Series, with the following standard features
- Guillotine style shear with cutting capacity of 3/8" X 8'
 - CNC blade gap adjustment
 - CNC Rake Angle Adjustment
 - Leuze Light Curtain/Photocell Switch
 - 3 Front Sheet Supports
 - Backgauge driven by AC Motor w/Ball Screw and Linear Rod Guides
 - Motor Rating = 20 H.P.
 - Estimated Weight = 17,600 lbs.

Your Investment, Base Machine \$ 112,900

Optional Features

Pneumatic Rear Sheet Supports For Maximum of 5/16" Plate Thickness Only -----	\$	6,900
48" Backgauge Travel -----	\$	3,000
10' Squaring Arm -----	\$	1,500
6.5' Squaring Arm -----	\$	1,250

BUDGETARY PROPOSAL

This budgetary proposal is a reference document and subject to change without notice. Upon request, a purchase offer will be issued including firm pricing, terms and conditions and contractual information. This budgetary proposal is not an agreement on pricing or specifications.



CHABOT – LAS POSITAS COMMUNITY COLLEGE DISTRICT

Vendor Profile Application

Please type or print.

If you have any questions regarding this form or the application process, please contact the Purchasing Division at (925) 485-5233

Part A: Business Questionnaire

Date: 10/12/2022

1. Vendor Name: North-South Machinery Company Inc.

2. Primary Contact:

Name Bob Stewart

Title Vice President

Phone (209) 623 - 7842 Ext. _____

Fax (562) 690 - 1420

E-mail Address bstewart@northsouthmachinery.com

3. Vendor Category

- Disabled Veteran
 Minority Owned
 Small Business
 Women Owned

4. Type of Business:

- a. Sole Proprietor (S) Joint Venture (J)
 Partnership (P) Independent Contractor
 Corporation (C), State where firm is incorporated CA

b. Is it a Non-Profit Organization? Yes No

If yes provide Tax-Exempt Form

c. Business Start/Incorporation Date 10 / 27 / 1986

5. Type of Business: Check the one which best describes your company:

- Broker Wholesaler Retailer
 Manufacturer Manufacturer's Rep
Service
 Architect, Engineer, Construction Professional Other

(This information must be supplied. If not, the application will be returned):

6. Federal ID Number 33 - 0176273 or Social Security Number _____

7. Sales Tax Collection

- Collect all Sale/Use Tax for Alameda County Collects Selected Taxes
 Does not collect Sales Tax
 Tax Exempt

California Seller or Use Tax Permit Number SR-EA17810088

Do you supply recycled Products?

Yes

No

Part B: Address Questionnaire

1. General Mailing Address:

Address 1400 Pioneer St

City Brea

Contact Name Lani Christensen

Phone (562) 690 7616 Ext 303

State CA Zip 92821

Title Vice President

Fax (562) 690 1420

2. Remittance Address:

Address 1400 Pioneer St

City Brea

Contact Name Wayne Henderson

Phone (562) 690 7616 Ext 308

State CA Zip 92821

Title C.F.O.

Fax (562) 690 1420

Part C: Commodity and Service Codes

Type of commodities or services that your business provides


We are a distributor for various machinery lines, such as Mill, lathe, waterjet, press-brake, shears, lasers, and many others.
We also provide service and parts support.

Part D: Completing and Returning Application

1. Name of Person Completing Form

Name Wayne Henderon

Phone (562) 690 7616 Ext 308

Signature 

Title C.F.O.

Fax (562) 690 1420

Date 10/12/2022

2. Return Completed Application to:

Purchasing Department
Chabot - Las Positas CCD
7600 Dublin Blvd, 3rd Floor
Dublin, CA 94568
Fax: (925) 485-5271

DO NOT COMPLETE - FOR INTERNAL USE ONLY

Received ___/___/___

Input ___/___/___

Vendor No. _____

Received ___/___/___

Input ___/___/___

New Updated

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
North-South Machinery Company Inc.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC
 C Corporation
 S Corporation
 Partnership
 Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) **_____**
Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.
 Other (see instructions) **_____**

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) **_____**

Exemption from FATCA reporting code (if any) **_____**

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
1400 Pioneer St

6 City, state, and ZIP code
Brea, CA 92821

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-				
--	--	--	---	--	--	--	--

or

Employer identification number

3	3	-	0	1	7	6	2	7	3
---	---	---	---	---	---	---	---	---	---

Part II Certification

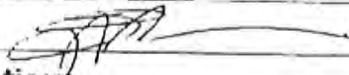
Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person



Date **10/12/22**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)
Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.