



**Instructional Equipment Request**

**SECTION 1: SUMMARY INFORMATION**

Timeframe for the Request:                  Fall: x   Spring:                  Year: 2013  
 Name of Requestor: William Eddy                  Division/ Unit: BSBA/KIN  
 Brief Title of the Request: Step climber                  Equipment Location: 202,203,104

**SECTION 2: DESCRIPTION**

Describe the specific equipment or materials requested and a brief explanation of how it will be used.  
 (Please do not include cost data here.)

Requesting three Stairmaster StepMill5 climbers to be used in adaptive PE, weight training, women weight training and athlete conditioning and rehab.

Check one of the following:  
 The equipment is:     A replacement    x An upgrade     New equipment

How does the equipment replace, upgrade or provide new technology to the college? What do you currently have in place?

It provides the college with equipment that is in better condition than what currently exists. It features a deeper, wider step surface and step up assist for easy mount and dismount of the unit. The StepMill 5 features a console with touch screen which offers an integrated Ipod attachment, 10 total workout programs and a Landmark Challenge that lets users climb such structures as the Eiffel Tower. Currently in stock is an older model step climber.

If request is motivated by a mandate, legal requirement or safety concern, please describe it and why it's important. Please provide any relevant documentation.

Safety is always a concern for our users of our equipment. Updating our equipment makes the users feel safer to use it.

**SECTION 3: EDUCATIONAL ITEMS**

Which educational programs or institutional purposes does this equipment support?

This equipment supports all fitness center, weight training, and conditioning and rehabilitation purposes of the Kinesiology Department.

Is this in your Program Review?                  x Yes     No

If yes, please cut and paste the appropriate wording here. If not, explain why.

The need for updated equipment was discussed in program review to provide support to all physical education, athletics and intercollegiate programs. Based on the program review, the StepMill5 meets the needs of the general population along with students with special needs. The Steppers can be used in many classes to work on core strength, rehabilitation, stability and flexibility. The Kinesiology department is heavily reliant on the use of equipment. Without this equipment instruction is more difficult. When instruction is comprised unfortunately so is student learning.

**SECTION 4: TEACHING AND LEARNING**

Describe in detail the impact this equipment or materials will have on teaching and learning.

Students are required to demonstrate improved fitness level between pre and post tests, which includes improved muscle endurance, improved muscle strength, improved cardio respiratory endurance and improved body composition. Students are required to identify specific exercises or machines to work specific muscles or muscle groups. This equipment will help students achieve their SLO's for all fitness and weight training classes. This equipment supports the strategic goal of teaching and learning by providing quality weight training programs.

Number of classes or sections (per academic year) that will be impacted: 10

Will the Tri-Valley benefit from the equipment, and if so how?

Since our student population is from the Tri Valley then it will benefit the Tri Valley. If we ever open our facility for general use then the Tri Valley users would benefit from working out on the equipment.

## SECTION 5: SUSTAINABILITY

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

How does this equipment meet or exceed basic sustainability efforts and/or provide renewable resources to the college?

Please explain

The StairMaster SM5 Stepmill meets sustainability efforts. At end of commercial life all components can be recycled to produce new products. FIT-TECH Sales and Service have a trade in program that removes old equipment for reuse or recycle at the time of delivery of the new equipment. 3 years parts 1 year labor provided by StairMaster.

What will be required to maintain the equipment, such as regular servicing or upkeep? Who will perform the maintenance and are the costs included in the Finance Section?

Regular visual inspections and cleanings performed by Kinesiology/Athletic assistants. After the warranty then the machines will be put into the service contract for maintenance.

Where will the equipment be used or housed? If new storage is needed, describe the storage, location and costs to provide for it. Are these costs included in the financial section?

PE complex 202, 203, and 104.

## SECTION 6: OUTCOMES

How will equipment enable student learning outcomes to be achieved? What are the consequences related to learning outcomes if request is not funded?

Students are required to demonstrate improved fitness level between pre and post tests, which includes improved muscle endurance, improved muscle strength, improved cardio respiratory endurance and improved body composition. Students are required to identify specific exercises or machines to work specific muscles or muscle groups. This equipment will help students achieve their SLO's for all fitness and weight training classes. If not funded the students would not get the workout appropriate to the lower body. Student learning outcomes will be more successfully achieved when instructional classes can be adequately equipped and safely taught.

## SECTION 7: FINANCIAL

### Part 1

Total amount requested: 16454.66

Explain the details behind the amount requested above.

Equipment or Materials:	14385
Delivery:	975
Installation:	included in delivery
Facilities Modification:	0
Sales Tax:	1294.66
Other:	
Vendor Discount (if applicable):	200 trade in of older unit
<b>Total amount:</b>	<b>16454.66 (Attach copies of quotes or estimates)</b>

NOTE: Requests for computer related equipment must be reviewed by LPC IT Department

**IT Department Authorized Signature:** \_\_\_\_\_

In addition to the amount requested above, what ongoing costs will be incurred per year? This is trying to determine the total cost of ownership.

COSTS

Upkeep and Maintenance: none  
Storage: none  
Other : none

How will these ongoing costs be paid for?

No maintenance cost while under warranty. After warranty equipment will be added to service contract currently in place.

**Part 2**

How long will this equipment last and when will it need to be replaced? When replacement is needed, how will it be paid for? (such as another IER, grant, etc.)

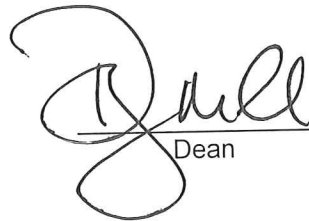
Commercial life is 10 to 15 years. This is determined by the length of time support parts are available from the manufacturer. When replacement is needed another IER will be used if possible or grant money.

What outside sources of funding, discounts or help have you explored and what is the outcome? (items such as CTE and grants)

None

Signatures:

Requestor

 9/25/13  
Dean

 9/30/13  
Vice President

Request Approved:  Yes  No

Approved by:

<Approver>

Date Approved:

<mm/dd/yyyy>

# LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition

#R

FOR REIMBURSEMENT: List payee name & ssn. **TAX ID#**  
**SUGGESTED VENDOR** **FIT-TECH SERVICE, INC.**

FOR OFFICE USE ONLY

**NAME OF STAFF MEMBER** **Dyan Miller** **DATE WRITTEN** **25-Sep-13** **DATE REQUIRED** **25-Oct-13** **DIVISION/ DEPARTMENT** **BSBA** **For inventory purposes include room # where**

**RETURN COPY of REQUISITION TO:**  
**Mary Hargiss**

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

DESCRIPTION	UNIT	QTY	UNIT PRICE	Air
INSTRUCTIONAL EQUIPMENT REQUEST				
Stairmaster SM5 Stepmill with TS-1 Console Touch Screen		3	\$ 4,795.00	\$ 14,385.00
Trade In for one StepMill 7000PT			Minus	\$ 200.00
Freight, Delivery & Professional Installation Includes		3	\$ 325.00	\$ 975.00
Pre-Assembly, Calibration, Belt Alignment, Lubrication and Testing				\$ -
				\$ -
				\$ -
				\$ -
<b>Vendor Information/ Remit To:</b>				
<b>FIT-TECH SERVICE, INC.</b>				
2487 Courage Drive, Suite 8				
Fairfield, CA 94533				
Tel: 888-434-8832				
Fax: 707-416-2226				
<b>Deliver To, include room # (optional):</b>				
Las Positas College				
C/O William Eddy or PJ Johnson				
PE Complex, Building 2500				
3000 Campus Hill Drive				
Livermore, CA 94551-7623				
Tel: 925-424-1282 / 1291				
<b>Comments:</b>				
Stairmaster SM5 Stepmill with TS-1 Console Touch Screen	Subtotal			\$ 15,160.00
	Tax			\$ 1,294.66

**BT#**

**TOTAL COST \$ 16,454.66**

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

**ACCOUNT #** \_\_\_\_\_ **FUND** \_\_\_\_\_ **ORG** \_\_\_\_\_ **ACCT** \_\_\_\_\_ **PROGRAM** \_\_\_\_\_  
 Business Office

**APPROVALS**  
  
 Supervisor/ Coordinator/ Director

Dean/ VP/ President

**QUOTE**



Fit-Tech Service Inc  
 2487 Courage Drive  
 Suite 8  
 Fairfield CA 94533  
 Phone: 888-434-8832  
 Fax: 707-416-2226

**QUOTE NUMBER**

0000034133

**QUOTE DATE**

9/18/2013

**BILL TO:**

LAS POSITAS COLLEGE  
 PHYSICAL EDUCATION CENTER  
 3033 COLLIER CANYON ROAD  
 LIVERMORE CA 94551

**SHIP TO:**

LAS POSITAS COLLEGE  
 PHYSICAL EDUCATION CENTER  
 3033 COLLIER CANYON ROAD  
 LIVERMORE CA 94551

CUST ID		TERMS		SALES PERSON	
0000408		NET 15		0008	
QUAN	ITEM	DESCRIPTION	PRICE EACH	AMOUNT	
3.00	STAIRMASTER SM5 STEPMILL WITH TS-1 CONSOLE TOUCH SCREEN LIST PRICE \$7,099.00		4,795.00	14,385.00	
1.00	TRADE IN FOR ONE STEPMILL 7000PT		-200.00	-200.00	
3.00	FREIGHT, DELIVERY & PROFESSIONAL INSTALLATION INCLUDES PRE-ASSEMBLY, CALIBRATION, BELT ALIGNMENT, LUBRICATION AND TESTING  REMOVAL OF OLD UNIT IS INCLUDED IN THE DELIVERY  CONTACT STEVE CONVERSE <a href="mailto:stevec@fit-techservice.com">stevec@fit-techservice.com</a> OR 916-833-5629		325.00	975.00	
			<b>Approval Signature</b>		
SUBTOTAL				\$15,160.00	
TAX				\$1,294.66	
TOTAL				\$16,454.66	