



INSTRUCTIONAL EQUIPMENT REQUEST

Due in Dean/Unit Head's Office on September 19, 2011 (FALL) and March 1, 2012 (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: http://grapevine/pbc/InstructionalEquipment.php

Name of Requestor: James Weston

Division/Unit : BCATSS / Automotive Technology

Brief title of request (equipment or materials being requested must be similar, related or part of a system. Brake/Flywheel Lathe

Request amount (unit cost and total cost including tax and shipping. Please include all costs including installation, modification to existing facilities to accomodate new equipment, etc.): This should come from the vendor quote

Table with 2 columns: Item (s) cost, and cost amount. Rows include: Item (s) cost (\$ 8796.59), Tax (.0875) (\$ 769.70), Shipping (\$ FREE), Installation (\$), Facilities Modification (\$), Other (\$), Total Cost (\$ 9566.29)

Attach copy of quote(s), estimate(s) and requisition(s): (Must attach quote & requisition; absence of either will delay processing)

Brief description of specific equipment or materials requested and what they will be used for: (include the # pieces being requested; i.e.: 10 crayola crayons, sky blue, etc. in 250 words or less)

Quantity 1 - Hoffman Truecut Brake and Flywheel Lathe System - This system will be used by students to resurface brake rotors, brake drums and clutch flywheels. The system consists of the lathe itself, various adapter sets for mounting drums and rotors, a special attachment for resurfacing clutch flywheels, and a bench/storage to mount the lathe and house the adapters.

Is this in your Program Review? Yes [] No [x]

The first sentence in the mission statement portion of our program review states, "It is the primary purpose of the Las Positas College Automotive Department to deliver high quality up to date automotive technology training for the Tri-Valley." This Brake/Flywheel Lathe System is essential to fulfilling this mission to our students. It will help our program give quality, up to date and unique training to our students. Our program review also states that our nonexistent budget does not allow us to purchase tools and equipment. Because of this the IER process is one of the few opportunities our program has to get up to par with other automotive programs.

Is it a replacement? Yes

Upgrade? Yes

New technology? Yes

Please explain?

This Brake/Flywheel Lathe system is a replacement for one of our broken brake lathes. It is also an upgrade because this new lathe has many more modern features, controls and the ability to resurface clutch flywheels (a capability we currently do not have).

Following is the evaluation criteria; please see corresponding Instructional Equipment Rubric.

Instructional and Service Impact

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?

In our program quality, enthusiastic instruction can only go so far if our lab equipment is broken, out of date or non existent. The vast majority of our students are kinesthetic tactile learners, in that to master the subject it is absolutely crucial for them to be able to apply in the lab what they have learned in lecture. This Brake/Flywheel Lathe system will have an immensely positive impact on our mission to provide students who learn through this particular learning modality with a quality, safe, cutting edge equipment that will help them master the subject and be highly competitive in the job market. In addition the clutch flywheel resurfacing feature on this machine will give students exposure to a skill that very few technicians have, much less right out of school.

Both, the lathe will be demonstrated by the instructor on its safe and proper use, and then used by the students to complete their lab assignments.

Impact on Enrollment

Will the equipment impact enrollment, attract or increase the number of students participating in a course or program?

This Brake/Flywheel lathe will impact our entire program in a very positive way. Currently the lack of modern, functional and easily accessible equipment tends to deter some current students from participating in lab assignments. Unfortunately, this lack of equipment deters other potential students from even enrolling in the first place, instead opting for our better equipped competitors (even in our own district). This equipment will allow more of our current students to participate and attract more students in the future, knowing we have the equipment they need to reach their career goals. While it may not sound exciting to the layperson, having a modern, easy to use lathe with so many features would be very exciting to our automotive students.

Access

How does this item promote the principles of universal design, by providing opportunities for under-represented populations & accommodate students with diverse learning styles?

This Brake/Flywheel Lathe system is designed to be used by anyone regardless of race, learning style, language or physical impairment. The work height of the lathe is even appropriate for someone using a wheelchair. It also has more automatic and easy to use features, as compared to our older lathes, which may appeal more to students with diverse learning styles.

Outcomes

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

The biggest impact that this lathe will have on SLO's will be in Auto 65 (Brakes Class) and Auto 56 (Open Lab Class). In these classes, the new lathe will allow students to more efficiently complete their job duties (lab assignments) and show the instructor they have grasped the concepts outlined in the SLO's. Students will also benefit due to the lathe's more user friendly and approachable operator interface as compared with our older lathes, again allowing them to more effectively complete their lab assignments.

Total Cost of Ownership (This is an attempt 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) With proper maintenance the lifespan of the lathe should be 20+ years.

b) This item will take the place of one of our broken lathes, no additional costs will be involved in installation.

c) Besides plugging it into an electrical outlet and turning it on during use, there will be no operating costs.

d) Besides regular maintenance (the same required on the other three lathes) there will be no special care needed. Maintenance will be performed by the lab technician at no additional cost because they are part of his regular duties.

Visibility/Profile within Community

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?

While this Brake/Flywheel Lathe system is a flagship item amongst other similar systems available, it wouldn't by itself bring notoriety to LPC. If granted, it would however add to the overall effort to show current and prospective students that we are a program that provides state of the art equipment for their education.

Commitment to Sustainability

How does this equipment exceed basic sustainability goals and encourage renewable resources at the College? Is the design/operation of this item in keeping with the College's commitment to sustainable practices?

This lathe is designed to resurface (or renew) brake rotors, brake drums and clutch flywheels allowing them to be used several times before they need to be replaced. The very nature of this piece of equipment not only encourages but requires you to reuse instead of replace.


Health, Safety & Security

Does this equipment address any health, safety & security concerns? If so, please explain below.

As mentioned previously this lathe a number of features that require less user input once in use as compared to our other 30 year old brake lathes. It also has a better safety features keeping hands, clothing, etc out of moving parts and better shielding to protect the operator from metal particles. These two factors make this a far safer machine to use.

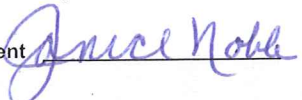
Signatures (required)

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

Requested by 

Dean/
Unit Head  3-6-12

IT Department Signature _____

Vice President 

LPC VP Business/President _____ LPC Business Office Use (Account Number) _____

LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition

#R

FOR REIMBURSEMENT: List payee name & ssn.

TAX ID#

SUGGESTED VENDOR Snap On Industrial 21755 Network Pl. Chicago, IL 60673 DO NOT SUBSTITUTE

NAME OF STAFF MEMBER DATE WRITTEN DATE REQUIRED DIVISION/DEPARTMENT For inventory purposes include room # where equipment will reside: 808 CTR

RETURN COPY of REQUISITION TO:
J. Weston, C. McCauley

FOR OFFICE USE ONLY

DESCRIPTION (PRODUCT, TYPE, SIZE, COLOR, STOCK NUMBER)	UNIT	QTY	UNIT PRICE	TOTALS
Item # JBC401BL Truecut 4 Speed Brake Lathe	ea	1	\$5,861.10	\$ 5,861.10
Item # 00090488000 Tri Tips/Set Screws-10	ea	2	\$29.61	\$ 59.22
Item # 1103 Bronze Tip Pkg 2	ea	1	\$26.46	\$ 26.46
Item# JBC203RED Backboard Red	ea	1	\$109.06	\$ 109.06
Item # JBC206RED Bench Red	ea	1	\$330.51	\$ 330.51
Item # TK4 Heavy Duty Truck Adapter Set	ea	1	\$ 427.60	\$ 427.60
Item # 108963 Hubless/Composite Rotor Kit	ea	1	\$ 364.14	\$ 364.14
Item # JBC90569 Discon	ea	1	\$ 532.50	\$ 532.50
Item # AMMCO941412 Double Chuck Kit	ea	1	\$ 1,086.00	\$ 1,086.00
Vendor Information/ Remit To:				\$ -
Deliver To, include room # (optional):				\$ -
Attn: Bob Furton				\$ -
James Weston 925-424-1137 Rm. 808				\$ -
Cell- 408-888-6499				\$ -
Las Positas College				\$ -
Fax- 408-521-0472				\$ -
3000 Campus Hill Drive				\$ -
Livermore, CA 94551				\$ -
Comments: FREE Shipping if ordered through Bob Furton	Subtotal			\$ 8,796.59
For Brake/Flywheel Lathe request	Tax		\$ 0.0875	\$ 769.70
	Shipping (if available):			\$ 0.00
			TOTAL COST	\$ 9,566.29

BT#

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

ACCOUNT #

FUND _____ ORG _____ ACCT _____ PROGRAM _____

Business Office

APPROVALS

[Signature]
Supervisor/ Coordinator/ Director

[Signature]
Dean/ VPI/ President



Quote

Submit To: Snap-on Industrial
 A Division of IDSC Holdings, LLC
 21755 Network Place
 Chicago, IL 60673-1217

 (877)740-1900

Number **208438** Date: 1/26/2012
 Type Quote
 Customer # 200051182 Valid Until: 3/26/2012
 Cust PO #
 Ship Via UPS GROUND
 Terms NET 30 DAYS
 Sales Rep **033924 Robert Furton,**
 Fax/Mobile (408)521-0472 / (408)888-6499
 bob.n.furton@snapon.com

Delivery To: 200051182
 LAS POSITAS COLLEGE
 3000 CAMPUS HILL DRIVE
 LIVERMORE, CA 94551

Bill To: 300868117
 CHABOT-LAS POSITAS C.C.D.
 3000 CAMPUS HILL DRIVE
 LIVERMORE, CA 94551

CMAS Contract 4-01-51-0001D
 No shipping charges for CMAS orders.

Thank you for considering Snap-on for all your shops needs!!

Line #	Item	Description	Qty	List Price	Unit Price	Total
1	JBC401BL	TRUECUT 4 SPEED BRAKE LATHE	1	8,373.00	5,861.10	5,861.10
2	00090488000	TRI TIPS/SETS SCREWS- 10	2	42.30	29.61	59.22
3	1103	BRONZE TIP PKG 2	1	37.80	26.46	26.46
4	JBC203RED	BACKBOARD RED	1	155.80	109.06	109.06
5	JBC206RED	BENCH RED	1	472.16	330.51	330.51
6	TK4	HEAVY DUTY TRK ADAPT SET	1	610.86	427.60	427.60
7	108963	HUBLESS/COMPOSITE ROTOR KIT	1	520.20	364.14	364.14
8	JBC90569	DISCONTINUED	1	710.00	532.50	532.50
9	AMMCO941412	DOUBLE CHUCK KIT	1	1,448.00	1,086.00	1,086.00

Tax and freight shown are estimates.
 Applicable tax and freight will be charged to the Customers account.

Sub Total \$8,796.59
Tax \$769.71
Freight \$0.00
Total \$9,566.30

The sale of product is subject to Snap-on Industrial's standard terms and conditions of sale. Placement of an order is Customer's assent to these terms and conditions and Snap-on hereby objects to any additional and/or different terms which may be contained in any Customer forms or other documents. No such additional terms will be of any force or effect.

The sale of product is subject to Customer meeting Snap-on Industrial's credit approvals. Financing through Snap-on Credit LLC is available on most purchases. Ask your Sales Rep for more information.