

INSTRUCTIONAL EQUIPMENT REQUEST 2017-2018

Internal Use IE #: <u>FALL - 03</u> Total \$: <u>14,591.14</u>
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Requester Name: Susan Lloyd Division Name: Dance

SECTION 1: SUMMARY INFORMATION

Brief Title of the Request:

The Department of Dance is requesting Performance Surfacing, also known as Marley flooring, brand name; Harlequin Cascade. Marley is heavy-duty vinyl sheet flooring used for dance and theatrical groups for performance, rehearsal and class. The Marley floor is installed on top of sprung floors to secure safety, quality learning and protection of the students and the existing subfloor. The Marley flooring may be used for portable, permanent or semi-permanent installations.

Equipment Location Building: L4000 Room: 4119

Location Comments:

The Marley flooring would be cut for the mainstage theater. However, if needed, the flooring would be compatible to fit in room 4127.

SECTION 2: EQUIPMENT DESCRIPTION

The equipment is: A Replacement An Upgrade New Equipment/Technology

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:

The Marley flooring will be an upgrade and provide new technology to LPC, specific to the Main stage Theater in building 4000. Currently, there is no protective or safety floor available for the main stage and rehearsal rooms. (Please see attached photo)

In the past, the dance department has danced on the existing floor surface of plywood and Masonite. This type of floor may work temporarily for some types of dance, such as tap or character dance that use a hard sole shoe. However, this floor is unsuitable and puts dancers at great risk, if a soft shoe or no shoe is used, as in ballet, jazz and contemporary/modern.

The Harlequin Cascade flooring would decrease the risk of injury and increase the production of creativity and the capability of learning and teaching, as it is suitable for considerable genres of dance including; ballet, contemporary, modern, hip-hop, jazz, percussive including Irish and tap dance, as well as theatrical use. The vinyl flooring protects the student by providing a good grip for footing and a smooth surface free of cracks, screws and splinters. Aesthetically, the smooth surface provides an even, clean appearance with “warmth” for a high-quality base for lightening designers.

The flooring will be rolled out preceding rehearsals and performances on the main stage floor in room #4119. After the run of the show, the flooring will be rolled back up and stored on the storage carts and placed in the back of the theater or in room #4127.

Performance flooring would support current dance curriculum and the revised and updated curriculum. As of 2017, Las Positas offers Introduction to Dance, Jazz, Ballet, Dance Composition and Dance Production and Choreography. Currently, I am writing new curriculum for a Contemporary/Modern course. The flooring would provide a healthy and safe environment for all courses.

SECTION 2: EQUIPMENT DESCRIPTION (contd)

If applicable, describe the legal requirement, mandate, or safety concern for purchase of this equipment, making specific reference to the legal requirement or regulation:

Although there is not a current flooring regulation for dance, according to authors, Barbara J. Glaeser, Ph.D. and Kevin F. Calcagnie in their article: The ABC's of School Liability in California: Educators have the responsibility to provide "students (the) inalienable right to attend safe, secure and peaceful campuses in order to promote learning. (Cal. Const., art. I, § 28, sub. (c). The authors continue: "Each year school districts in California spend millions of dollars on settlements and judgments arising from injuries to students. While it is unrealistic to expect that school-related injuries to students can be completely eliminated, it is not unreasonable to believe they can be substantially reduced in number." In response to the educational institution responsibility to prevent injury, a Marley dance floor would substantially reduce the number of injuries and/or risk of injury.

Another mandate to consider is The National Dance Education Organization's Opportunity to Learn Standards. The National Dance Education Organization is a non-profit, membership organization and acts as an authorization and endorsement entity for issues directly related to the quality of dance arts education in dance studios, K-12 schools, colleges and universities. In NDEO's Opportunity to Learn Standards document it states:

Floors must be level, clean, and free from splinters, nails, and all debris. (Dancers) dance in bare feet or appropriate dance shoes when required by the style. Street shoes, smooth socks, tights, and stockings are slippery or hazardous on dance floors. If the floor is wood that is rough or highly varnished (causing floor burns on bare feet), a Marley or contemporary floor covering is provided for optimum performance.

SECTION 3: LPC MISSION STATEMENT AND LPC PLANNING PRIORITIES

LPC MISSION STATEMENT:

LPC is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

LPC PLANNING PRIORITIES:

- ❖ **Accreditation:** Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ **Curriculum:** Provide necessary institutional support for curriculum development and maintenance.
- ❖ **Tutoring Services:** Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.
- ❖ **Professional Development:** Coordinate available resources to address current and future professional development needs of faculty, classified professionals, and administrators in support of educational master plan goals.

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

Marley flooring supports LPC's mission statement by providing educational opportunities in support of the performance requirements in the dance and theater course outlines. Performance is a basic skill needed in dance and theater. Performance on stage is an educational opportunity supporting the completion of students' degree, basic skills and career goals.

Presently, adjustments are made to the choreography and dance taught in the event that the work needs to be performed on the main stage floor. For example, the ballet class was asked to join the music department in their Halloween concert "The Witching Hour". The concert took place on the main stage theater. The piece required the dancers to dance without shoes to hold on to a prop with their toes. Purposely, I did not have the dancers move far from their beginning spot on stage in order to avoid, cracks, screws and splinters. This adaptation limited the learning opportunities for the student and teaching opportunities for the instructor. One of the fundamental elements of dance is space along with level. I had to avoid exploring and sharing the element of space and low level exploration because of the risk of injury with bare feet on the ply-wood painted floor. In support of LPC planning priorities, the Marley flooring establishes a quality dance environment meeting the rigorous accreditation standards and providing the essential support for dance and theater curriculum development and maintenance. The Marley flooring would allow development of curriculum by accommodating most genres of dance, including genres that are not offered as of 2017-18. As mentioned above, currently, I'm writing a modern/contemporary curriculum that requires dancers to dance bare foot. Marley flooring supports student development as the LPC dance program continues to grow and evolve to meet the needs of the mid-twenty-first century students of the Tri-Valley area. Professional development is met as the flooring provides opportunities to offer up-dated courses and new courses.

In securing a Marley floor, a Professional Development goal is to offer LPC as a venue to host regional or state dance events such as The American College Dance Festival and/or California Dance Education Association Conference.

SECTION 4: EDUCATIONAL ITEMS – PROGRAM REVIEW

Specify the educational programs this equipment supports:

The Performance flooring supports the dance and theater programs by providing a safe and risk free environment for students to perform on the main stage in room 4119. The Harlequin Cascade flooring supports ballet, contemporary/modern, hip-hop, and jazz, percussive and tap dance along with theater performances.

If this equipment is included in your Program Review, please include the exact wording. If equipment is not included, explain why:

From the Program Review:

A vital need for our program is an appropriate Marley dance floor. I was unaware of the lack of a proper dance floor until I performed on the existing floor of the main stage theater in the spring of 2017. The existing floor on the main stage theater was installed improperly. The floor is on “sleepers” for spring, which is an asset for a dance floor. However, the surface floor was sanded down erasing the essential protective surface to accommodate taping anything down; from a Marley floor for a dance performance or even “spike” tape or scenery for a theater performance.

In a study published in the Open Access Journal of Sports Medicine, author, Jeffery A. Russell addresses how improper flooring contributes to injury in dance. Improper flooring increases the risk of injury on stage and even more so during performances. From the research:

“The shock absorptive quality of the surface may not be the only floor-related hazard associated with dance injuries, however. Wanke et al 146 attributed 12.7% of all accidents (291 of 2,281 reported injuries spanning 17 years) in professional and student dancers to a fault with flooring. The most common complaint from the injured dancers was a slippery floor, with the second most common being too much friction in the interface between the foot/shoe and the floor. The majority of the injuries to the professionals occurred on a stage surface, and about half of the professionals’ injuries occurred during performances. In response to these data, optimal maintenance practices are essential to ensuring a surface properly prepared for the type of dance to be performed on the floor and the footwear to be worn (or the lack of footwear for some genres). However, this responsibility rests with the dance facility and, therefore, hazardous conditions may be outside the influence of a health care provider unless he or she is employed by the responsible dance company or university.”

SECTION 5: TEACHING AND LEARNING

Describe in detail the impact this equipment will have on teaching:

A Marley dance surface will impact teaching by allowing instruction to take precedence over the concern of injury and harm that may come to students due to unsafe flooring. Because dance is a performing art, performance is an essential objective included in the SLOs of dance courses offered at Las Positas College. Without a safe performance dance surface, one of the vital objectives of a performing art is lost.

As mentioned above, teaching, choreography and costuming is frequently modified because of the unsafe performance surface. Teaching is limited when essential elements of dance are omitted because of a hazardous environment. Again, space and level are fundamental elements of dance. With an unsafe floor, it is difficult to have dancers move on the ground, dance in the low level or go bare foot because of the splinters, screws and un-level surface of the main stage floor.

With a Marley dance floor, teaching will thrive as the methods of teaching will include all fundamental elements of dance and provide sufficient opportunities to secure documented students learning outcomes.

Describe in detail the impact this equipment will have on learning:

An appropriate performance surface will impact learning by meeting the basic and quality standards needed for a quality dance education. By offering the students at Las Positas the equipment that creates the environment along with the facility needed for a quality performance arts education, students will be able to access the learning outcomes without risk. A Marley floor will allow Las Positas students to create, experiment and perform without hesitancy of harm or injury.

Students will have access to several genres of dance and theater without putting their bodies at risk. Students will have opportunity to explore the element of level and space. Students will discover increased technique development as they free their mind of injury and concentrate on body placement not only for the lower extremities but total body placement and connectivity. Learning opportunities increase as dancers explore the "total" of the space, not only the high and middle levels. Students will be able to roll, creep, crawl, jump, slither, slide and scoot, discovering all the extraordinary possibilities of moving without limitation. Students will be able to dance with hard sole, soft sole or no sole. (That's sole not soul!)

In addition, as mentioned in the Harlequin Flooring literature, a professional floor not only reduces the risk of injury through impact, slipping or falling, a professional dance floor gives dancers more confidence when performing.

Each academic year, this equipment will impact: 3-5 # of classes/sections 60+ # of students

SECTION 6: OUTCOMES (SLOs)

Using your documented SLOs, specify how the equipment will enable student learning outcomes to be achieved.

The dance courses SLOs include the learning outcome of being able to demonstrate or perform a dance combination or work. The Marley dance floor will allow the students to be successful in this vital learning outcome without the increased risk of injury or harm that is probable with the current flooring.

Specific performance SLOs are listed in DANC 5A and DANC 5B as well as in DANC6A and DANC6B:

DANC5A

Construct dance compositions using the elements of dance

DANC 5B

C. Construct and create choreographic works using the elements of dance and the choreographic tools of form, abstraction, style, sound, music and theatrical elements

DANC 6A

- A. Apply basic choreographic principles in creating and performing artistic compositions
- B. Participate in future dance performances with a greater knowledge of the process of dance concert preparation and production
- C. Successfully perform in a dance piece and or/
- D. Successfully choreograph a dance piece

DANC 6B

- A. Apply progressive aspects of choreographic principles in creating dance works
- B. Collaborate with technical, creative and musical production staff
- C. Successfully choreograph a dance work for stage production

DANC 1, DANC 2A, DANC 2B, DANC3 also include performance SLOs and may use the main stage for performance, however, DANC 6 is the course specific to a main stage concert.

What are the consequences related to learning outcomes if request is not funded?

Modification and decline in quality of the learning outcomes will be the result of non-funding. However, the greatest consequence is injury to students. In attempting to secure the learning outcomes without a proper performance floor, the students' injury risks increase.

The National Dance Educators Organization states: "Dance programs have faltered, not because of poor curriculum or instruction, but because insufficient support was implemented."

SECTION 7: TOTAL COST OF OWNERSHIP (FINANCIAL & SUSTAINABILITY)

What is the potential life span of the requested equipment?

Eight to ten years

If new storage is needed what are the storage requirements, location requirements, and costs associated with the new equipment: (NOTE: Specific storage costs should be detailed in the "Part A: Initial Start-up Costs" section below.)

Included in the Instructional Equipment Request is a storage cart to roll and store the flooring when not in use. The location of the storage cart will be in building 4000, main stage theater space or more likely, room 4127. There will be no added storage costs, after the purchase of the storage cart.

If this equipment replaces old equipment but the old equipment will not be retired, are there on-going storage requirements, location requirements, and costs associated with the old equipment? If so, provide details.

None.

What will be required to maintain the equipment, such as regular servicing or upkeep? (Specific on-going costs should be detailed in the "Part B: On-Going Annual Operating Costs" sections below as applicable.)

The only cost associated with maintenance and upkeep of the Marley floor is the cleaning and taping of the flooring. The cost of the tape and cleaning product will be included in the Annual Operating Costs section. Labor cost would include one hour for one person to mop the floor. No other service or upkeep is needed.

Explain how this equipment meets or exceeds basic sustainability efforts and/or provides renewable resources to the college:

The Marley Dance floor exceeds basic environmental sustainability. The vinyl flooring is heavy duty and manufactured to be long lasting. The flooring will last 8-10 years with every day use. We will use the floor 2-4 times a year. Therefore, the floor has the potential to last 20 years. Harlequin flooring leads the dance world in design innovation, adding to the environmental sustainability.

The Cascade dance floor is economically sustainable totally under \$15,000 for a life expectancy of 10-20 years. Social sustainability is met, as a Marley dance floor provides a safe and risk free environment for the growing and evolving dance and theater programs at LPC.

Part A: Initial Start-up Costs

<u>Item</u>	<u>Cost</u>	<u>Comments</u>
Equipment or Materials	\$9,251.88	
Taxes (9.5%)	\$1,147.59	
Shipping or Delivery Charge	\$923.97	
Installation Costs *	4-6 hours	Theater staff
Miscellaneous Costs:		
Facilities Modifications	0	
Operator Training	0	
Maintenance & Repair Training	\$345.60+28.95	Cost of a case of tape and bottle of cleaner
Storage	\$2,750.00	Cost of the storage cart
Other:	\$30.00+\$75.00	Cutting fee and Cardboard core
Vendor Discount	0	
Grand Total:		\$14,552.99

Handwritten notes:
 \$12,481.43
 1,185.74
 923.97
 \$14,591.14

*For items requiring installation, requesters are required to check with District Purchasing (Victoria Lamica) regarding District policies.

Part B: On-Going Annual Operating Costs

<u>Item</u>	<u>Cost</u>	<u>Comments</u>
Annual Service or Maintenance	4-6 hours	Theater staff labor
Estimated Parts Replacement Per Year		
Outside Standardization or Calibration Costs		
Storage Costs		
New Supply Costs	\$345.60	For 2 years
Miscellaneous Costs:		
Maintenance & Repair Labor	\$28.95	
Other:		
Annual Operating Costs:		\$167.19

Indicate the source of funding for on-going annual operating costs:

The on-going annual operating cost will come from the dance department's co-curricular funds.

Part C: Incremental Labor Costs

OPERATOR:

Indicate the key operator: Mike Rinaldi

Is this in their current scope of duties? Yes

Indicate cost to train key operator (include in Initial Start-up Costs above): None.

Indicate amount of time per month key operator will use equipment: Dec/May only 8-12 hours

MAINTENANCE & REPAIRS:

Indicate the person performing maintenance and repairs: Mike Rinaldi

Is this in their current scope of duties? Yes

Indicate cost to train for maintenance and repairs: None

Indicate amount of time per month maintenance will be required: Dec/May only 8-12 hours

APPROVALS

Funded requesters will be expected to respond to a brief RAC feedback survey by a requested deadline. Requests for computer-related equipment and printers must be reviewed by the LPC IT Department.

Signatures:

Susan P. Lloyd

Nov. 6, 2017

Requester

Date

IT Department (if required)

Date


Dean/Manager

Date


Vice President

Date

American Harlequin Corporation

1531 Glen Avenue
Moorestown, NJ 08057

Phone: (800) 642-6440 Fax: (856) 231-4403



HARLEQUIN

Date	
11/02/17	AHCQ37166

Sold To: Las Positas College
Susan Lloyd
3000 Campus Hill Dr.
Building 4000
Livermore, CA 94551

Phone: 925-582-5577
Fax:

Ship To: Las Positas College
Susan Llyod
3000 Campus Hill Dr.
Building 4000
Livermore, CA 94551

Phone: 925-582-5577
Fax:

As per your specifications, we can offer you the following:

Terms	Rep	P.O. #	Ship Via
Prepay	Connie		Best Way

Qty	Description	Unit Price	Ext. Price
6	Harlequin Cascade floor 15 Meter (6'6"x 49'2")	\$1,541.98	\$9,251.88
3	Cardboard core	\$10.00	\$30.00
3	Cutting charge for roll (non-taxable)	\$25.00	\$75.00
	(covers an area of 39'3"x 49'2')		
1	Case shiny black pvc tape 24 rolls	\$345.60	\$345.60
1	6 Roll Cart X 2 meter Black 84.5x43.25x43	\$2,750.00	\$2,750.00
1	Harlequin Daily Cleaner	\$28.95	\$28.95
1	Shipping & Handling (non taxable)	\$923.97	\$923.97
		SubTotal	\$13,405.40
		Sales Tax	\$1,147.59
		Total	\$14,552.99

The current delivery time to Livermore, CA is estimated to be 2-4 business days.
FREIGHT SUBJECT TO CHANGE AFTER 14 BUSINESS DAYS.

Connie Phillips
Account Executive
cphillips@harlequinfloors.com

This price quote is guaranteed for a period of 14 days. Quote is based upon room or stage dimensions provided by the client. American Harlequin is not responsible for erroneous measurements provided by the client. Quoted material is based upon industry standard layout and other options are possible. Harlequin warrants that its products are free of manufacturing defects. After delivery no returned items will be accepted by our warehouse without a Return Merchandise Authorization number (RMA). A 25% restocking fee applies to all returned merchandise.



