INSTRUCTIONAL EQUIPMENT REQUEST
2016-2017

Internal Use

IE #: Fall 10

Total $: 3,063.06

Requester Name: Peet Cocke **Division Name:** Theatre Arts

SECTION 1: SUMMARY INFORMATION

Brief Title of the Request:

Purchase of a Saw Stop type table saw.

Equipment Location Building: 4000 **Room:** 4125

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 Saw Stop table saw is a safer tool for fundamental instruction. It's technology reduces the potential injury—the loss of a finger, to a minor scratch. This new technology for LPC is a safer way for inexperienced students to begin using, and practice their skills with a table saw. Additionally most my experience has been that most scenic construction shops have converted to this equipment.

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

Currently LPC has a professional table saw, the addition of this equipment would provide a safer intorduction and would be used to build skills.

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:

- **Establish regular and ongoing processes to implement best practices to meet ACCJC standards.**
- **Provide necessary institutional support for curriculum development and maintenance.**
- **Develop processes to facilitate ongoing meaningful assessment of SLOs and integrate assessment of SLOs into college processes.**
- **Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.**

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

This equipment supports the mission statement through the career-technical and retraining goals by way of the Technical Theatre certificate program and the AA-transfer degree. Skills with this foundation technical theatre level equipment will be expected in either an academic or work environment.
This equipment supports the planning priorities through curriculum development and maintenance and through supporting student success in CTE and transfer courses.

SECTION 4: EDUCATIONAL ITEMS – PROGRAM REVIEW

Specify the educational programs this equipment supports:

AA Theatre Arts
AA-Theatre Arts Transfer
Technical Theater Certificate of Achievement

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

This need had not been identified at the time of the 2015 update, additionally it is part of the new CTE Stage Technician Certificate program, for which the program review is forthcoming.

SECTION 5: TEACHING AND LEARNING

Describe in detail the impact this equipment will have on <u>teaching</u>:

This equipment will provide an interim step in the progress of instruction on the professional power tools found in a technical theatre shop.

Describe in detail the impact this equipment will have on <u>learning</u>:

Students are frequently intimidated by the professional power tools the addition of this tool is a step the progression of their skill development.

Each academic year, this equipment will impact: 5 **# of classes/sections** 16 **# of students**

SECTION 6: OUTCOMES (SLOs)

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

This equipment provides the opportunity for students to develop the skills necessary to achieve the following outcomes:
Recognize and use backstage and shop terminology, tools, materials and techniques
and
Work collaboratively with designers, technicians, and other theatre personnel. Specifically with this outcome as the students will likley always be working with a partner on this piece of equipment.

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

Students who are intimidated by the professional power tools without such a safety device may not fully develop the skills desired by either of the above outcomes, moreso of course with the first.

SECTION 7: TOTAL COST OF OWNERSHIP (FINANCIAL & SUSTAINABILITY

What is the potential life span of the requested equipment?

8-10 years

If new storage is needed, describe the storage, location, and costs: (Specific storage costs should be detailed in the "*Part A: Initial Start-up Costs*" section below.)

N/A

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.)

This equipment is designed to and can be serviced by the owner. Currently the technical director and theatre arts instructor can service this machine. Barring manufacturer defect the ongoing costs relate only to the safety mechinism which if triggered (not a desired outcome) would cost $69.00

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

This equipment will double the usable life of the current equipment.

Part A: Initial Start-up Costs

Item	Cost	Comments
Equipment or Materials	2,966.00	
Taxes (9.5%)	281.77	
Shipping or Delivery Charge	0.00	Amazon will ship for free, TD may be able
Installation Costs *	0.00	
Miscellaneous Costs:	0.00	
Facilities Modifications	0.00	
Operator Training	0.00	
Maintenance & Repair Training	0.00	
Other: _____	0.00	
Vendor Discount		
Grand Total:	3,247.77	

Part B: On-Going Annual Operating Costs

Item	Cost	Comments
Annual Service or Maintenance	0.00	
Estimated Parts Replacement Per Year	69.00	
Outside Standardization or Calibration Costs	0.00	
Storage Costs	0.00	
New Supply Costs	0.00	
Miscellaneous Costs:	0.00	
Maintenance & Repair Labor	0.00	
Other: _____	0.00	
Annual Operating Costs:	0.00	

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

Department funds

Part C: Incremental Labor Costs

OPERATOR:

Indicate the key operator: Mike Renaldi and Peet Cocke

Is this in their current scope of duties? Yes

Indicate cost to train key operator (include in Initial Start-up Costs above): 0

Indicate amount of time per month key operator will use equipment: 24

MAINTENANCE & REPAIRS:

Indicate the person performing maintenance and repairs: Mike Renaldi or Peet Cocke

Is this in their current scope of duties? Yes

Indicate cost to train for maintenance and repairs: 0

Indicate amount of time per month maintenance will be required: 1 hour

SECTION 8: 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:

Requester	**Date** 10/14/16
IT Department (if required)	**Date**
Dean/Manager	**Date** 10/17/16
Vice President	**Date** 10/24/16

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	Price	Quantity
SawStop PCS175-TGP252 1.75-HP Professional Cabinet Saw Assembly with 52-Inch Professional T-Glide Fence System, Rails and Extension Table by SawStop	$2,569.00	1

Only 7 left in stock.
Shipped from: Woodcraft
Gift options not available. Learn more
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Subtotal (1 Item): $2,569.00

Subtotal (1 Item): $2,569.00

Proceed to checkout

1-Click ordering is not available for at least one item in your order.

Estimate your shipping and tax

Order summary

Shipping to: Las Positas Colle- LIVERMORE

Items	$2,569.00
Estimated shipping & handling	$250.00
Total before tax	$2,819.00
Estimated tax to be collected	$0.00
Estimated order total	$2,819.00

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LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition

#R

FOR REIMBURSEMENT: List payee name & ssn.		**TAX ID#**		
SUGGESTED VENDOR	amazon.com			
NAME OF STAFF MEMBER	DATE WRITTEN	DATE REQUIRED	DIVISION/ DEPARTMENT	**For inventory purposes include room # where equipment will reside: 4240**
P. Cocke	**26-Oct-16**	**15-Nov-16**	Theatre Arts	

FOR OFFICE USE ONLY
RETURN COPY of REQUISITION TO:
Ext#:1115

DESCRIPTION (PRODUCT, TYPE, SIZE, COLOR, STOCK NUMBER)	UNIT	QTY	UNIT PRICE	Air
her ST371HD Sewing Machine	EA	8	$ 199.95	$ 1,599.60
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
Vendor Information/ Remit To: **Deliver To, include room # (optional):**				$ -
				$ -
				$ -
				$ -
				$ -
Comments:	Subtotal			$ 1,599.60
	Tax		$ 9.5%	$ 151.96 ~~152.00~~
BT#	Shipping (if available):			
Original invoices and receipts must be attached for payment. Include current taxes unless incorporated in price.			**TOTAL COST**	$ ~~1,751.60~~
				$ 1,751.56

ACCOUNT #	FUND	ORG	ACCT	PROGRAM	Business Office
APPROVALS	Supervisor/ Coordinator/ Director				Dean/ VP/ President