

# INSTRUCTIONAL EQUIPMENT REQUEST 2016-2017

Internal Use

IE #: Fall 54

Total \$: 12,859.45

Requester Name: Gerry Gire, Michal Shuldman Division Name: MSEPS

## SECTION 1: SUMMARY INFORMATION

### Brief Title of the Request:

Biology student libraries for Microscope Tissue Slides & Replacements

Equipment Location Building: 1850 Room: 1851, 1855, 1858

## 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:

Anatomy, Botany, Microbiology & Zoology student microscope tissue slides need to be replenished to have a full set of 20 slides per tray for student use. These glass slides have histological sections of stained tissue embedded on them. Many of our existing slides are over 20 years old with deteriorating stain quality, chipped edges, and lost coverslips. Additionally both Botany and Anatomy have begun using a new lab manual which calls for additional new slides to match their curriculum. This request is for 1375 slides for the Zoology library, 902 slides for the Botany library, and 167 slides for the Anatomy library and 81 slides for Microbiology. Our last large slide replacement was processed in 2009. We are submitting two vendor quotes- the larger one from Carolina and the smaller one from Triarch to complete the full acquisition and replacement needs.

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

Chipped microscope slides need to be removed to avoid cutting students while handling.



### **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*:

Biology offers pathways and degrees for transferring majors, pre-professional students (pre-med, pre-vet, pre-optometry, pre-pharmacy), and allied health majors in nursing, dental hygiene, and others. Our biology curriculum depends upon microscopes and slides to support the necessary student learning outcomes in botany, anatomy, and zoology classes.

### **SECTION 4: EDUCATIONAL ITEMS – PROGRAM REVIEW**

Specify the educational programs this equipment supports:

Biology Program

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

Our program review does not reference every piece of equipment that we need. It does reference the fact that our course offerings have increased but the budget for supplies and equipment has not. "The general budget for supplies doesn't match the growth of our course offerings (five sections added since last Program Review)... One of our PSLOs is: Students are able to demonstrate proficiency in standard biology lab techniques and lab safety procedures. Our students clearly *See addendum.*

### **SECTION 5: TEACHING AND LEARNING**

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

Full sets of microscope slide materials will allow the instructor to focus their time on helping students learn the biological structures and not spend unnecessary time queuing students for the next available microscope slide. Damaged slides are confusing for students. For example, instructors have to spend time correcting students that think they are drawing the structure in question, when in fact they are drawing the glue visible on damaged slides.

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

Microscope use through observation of slide material is the foundation for most of biology learning. Full slide sets of good quality will speed up the time for more learning, less time waiting in line and better recognition good quality stained structures and cells.

Each academic year, this equipment will impact: 23 # of classes/sections 575 # of students



## **SECTION 6: OUTCOMES (SLOs)**

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

Bio 1A (Botany) and Bio 1B (Zoology) both have SLOs that focus on microscope work (SLO: Students will be able to properly manipulate a compound microscope and demonstrate knowledge of its parts and uses). A large portion of the student's work on this SLO is accomplished through the use of prepared slides. One of the SLOs for Bio 7A (Anatomy) focuses on using prepared slides to identify structure (SLO: Students will be able to identify histological and microscopic structures of the

What are the consequences related to learning outcomes if request is not funded? *See addendum.*

Not funding this request will limit students' abilities to be successful in our department-wide SLO on student mastery of microscopy. It will continue to limit access to curriculum material needed for course completion and success.

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

What is the potential life span of the requested equipment?

7- 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.)

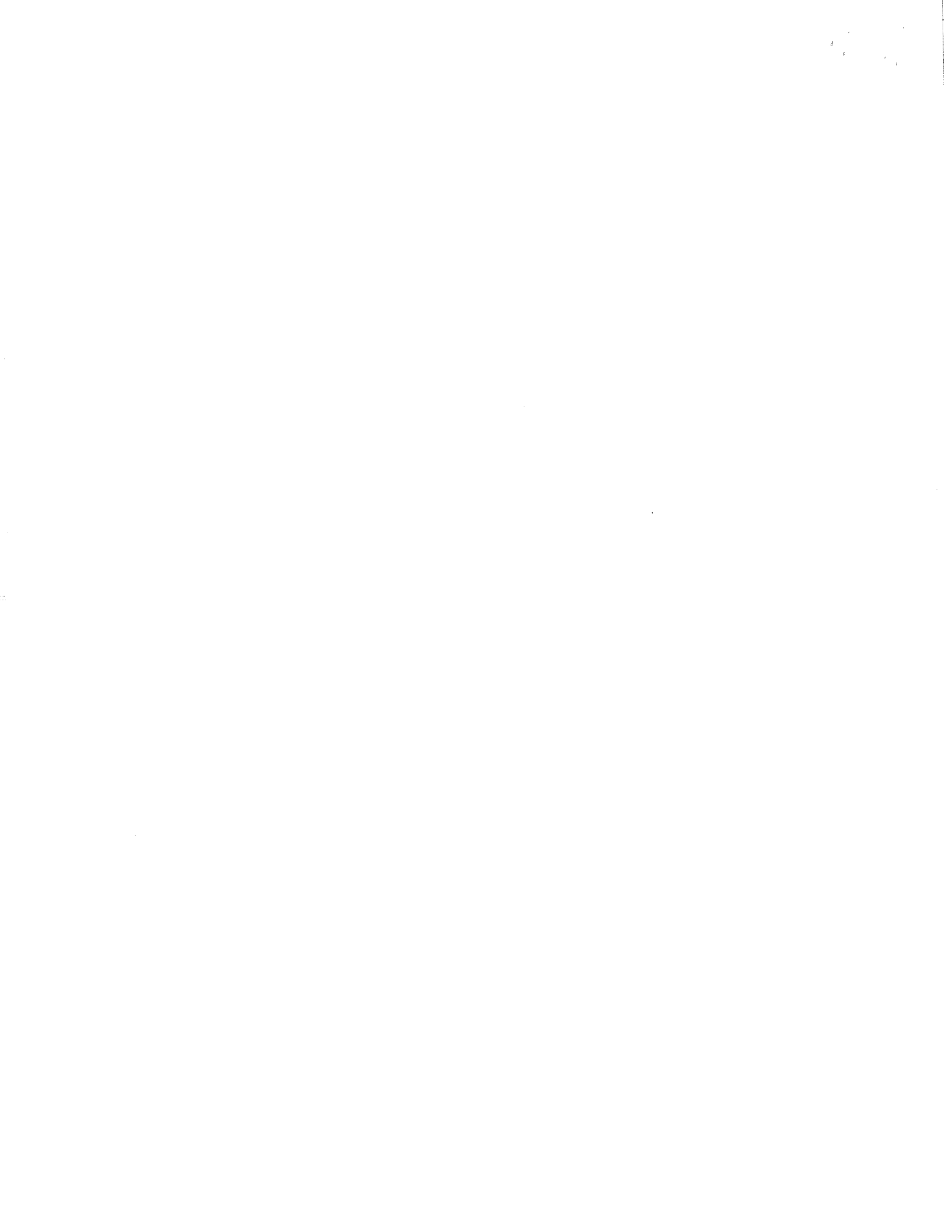
Not needed. Slides will be added to the empty slots in the existing trays to make a class set.

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.)

None

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

Histological preparation of the tissues has evolved to use less toxic chemicals which can harm the environment and to recycle stains while delivering quality cytological features for microscope work or microscopy.



**Part A: Initial Start-up Costs**

<u>Item</u>	<u>Cost</u>	<u>Comments</u>
Equipment or Materials	11725.77	Carolina quote 336767 & Triarch
Taxes (9.5%)	1113.95	
Shipping or Delivery Charge	19.70	
Installation Costs *	0	
Miscellaneous Costs:	0	
Facilities Modifications	0	
Operator Training	0	
Maintenance & Repair Training	0	
Other:	0	
Vendor Discount	inc.	Second quote Triarch Q161007
<b>Grand Total:</b>		<b>\$12,859.42</b>

**Part B: On-Going Annual Operating Costs**

<u>Item</u>	<u>Cost</u>	<u>Comments</u>
Annual Service or Maintenance	0	
Estimated Parts Replacement Per Year	0	
Outside Standardization or Calibration Costs	0	
Storage Costs	0	
New Supply Costs	0	
Miscellaneous Costs:	0	
Maintenance & Repair Labor	0	
Other:	0	
<b>Annual Operating Costs:</b>		<b>0</b>

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

None needed





**Part C: Incremental Labor Costs**

**OPERATOR:**

Indicate the key operator: \_\_\_\_\_

Is this in their current scope of duties? \_\_\_\_\_

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

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

**MAINTENANCE & REPAIRS:**

Indicate the person performing maintenance and repairs: \_\_\_\_\_

Is this in their current scope of duties? \_\_\_\_\_

Indicate cost to train for maintenance and repairs: 0 \_\_\_\_\_

Indicate amount of time per month maintenance will be required: 0 \_\_\_\_\_

**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:

*Gary Brie*  
Requester

10/17/16  
Date

\_\_\_\_\_  
IT Department (if required)

\_\_\_\_\_  
Date

*Nan H*  
Dean/Manager

10/17/16  
Date

*Karen Brie*  
Vice President

10/29/16  
Date



# Addendum - Biology Microscope Tissue Slides

## 4- Program Review cont.

Our program review does not reference every piece of equipment that we need. It does reference the fact that our course offerings have increased but the budget for supplies and equipment has not.

"The general budget for supplies doesn't match the growth of our course offerings (five sections added since last Program Review)... One of our PSLOs is: Students are able to demonstrate proficiency in standard biology lab techniques and lab safety procedures. Our students clearly accomplish this PSLO; in the fall of 2015, 99% of biology students scored a three or four out of four for this PSLO. In order to maintain these high standards, we need adequate laboratory supplies to meet the needs of the growing course offerings. "

## 6- Outcomes cont.

Bio 1A (Botany) and Bio 1B (Zoology) both have SLOs that focus on microscope work (SLO: Students will be able to properly manipulate a compound microscope and demonstrate knowledge of its parts and uses). A large portion of the student's work on this SLO is accomplished through the use of prepared slides. One of the SLOs for Bio 7A (Anatomy) focuses on using prepared slides to identify structure (SLO: Students will be able to identify histological and microscopic structures of the human body). Microbiology Bio 7C studies microorganisms using oil immersion microscopy (SLO: Students will explain and demonstrate the theoretical and practical aspects of using a compound microscope with oil immersion.)



**SALES QUOTATION**



World-Class Support for Science & Math

Telephone: 1-800-334-5551  
 Fax: 336-538-6330

<b>QUOTE NUMBER</b>	<b>336767 SQ</b>	<b>QUOTE EXPIRES</b>	<b>12/31/16</b>
DATE:	10/14/16	Reference: EMAIL REQUEST	
Shipment can be Made Within 14 - 28 DAYS After Receipt of Your Order Unless Otherwise Stated.			
TRANSPORTATION METHOD BEST WAY		PAYMENT TERMS: NET 30 **	

**BILL TO ACCOUNT: 113734**  
 CHABOT-LAS POSITAS CMTY DIST  
 ACCOUNTS PAYABLE  
 7600 DUBLIN BLVD FL 3  
 DUBLIN CA 94568-2909

DEB PENNY  
 QUOTATIONS SPECIALIST

CATALOG NUMBER	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	EXTENDED PRICE
291406	LETTER E, WM	EA	14	3.03	42.42
302780	ALFALFA STEM, CS (Medicago)	EA	8	4.24	33.92
302912	COLEUS STEM TIP, LS (Coleus)	EA	8	4.44	35.52
303296	CORN STEM, CS (Zea)	EA	16	4.64	74.24
303062	PUMPKIN STEM, CS (Cucurbita)	EA	10	4.24	42.40
302870	BUTTERCUP STEM,CS (Ranunculus)	EA	8	4.04	32.32
302828	BASSWOOD OLDER STEM,CS (Tilia)	EA	15	4.24	63.60
305246	WHITE PINE WOOD, CRT (Pinus)	EA	13	7.47	97.11
302312	CORN ROOT TIP, LS (Zea)	EA	5	5.70	28.50
302090	BUTTERCUP ROOT,CS (Ranunculus)	EA	13	4.44	57.72
302480	SMILAX ROOT MONOCOT,CS(Smilax)	EA	2	4.84	9.68
302072	BASSWOOD ROOT, CS (Tilia)	EA	3	4.29	12.87
301940	LATERAL ROOT ORIGIN, CS	EA	13	5.65	73.45
304054	CORN LEAF, CS (Zea)	EA	1	4.29	4.29
303892	WATER LILY LEAF, CS (Nymphaea)	EA	5	4.24	21.20
303826	OLEANDER LEAF,CS (Nerium)	EA	20	4.27	85.40
302678	ABSCISSION LAYER, LS	EA	20	4.44	88.80
296548	SPIROGYRA, MULT. CHL, WM	EA	4	3.84	15.36
296566	SPIROGYRA,CONJ,SCALARIFORM,WM	EA	1	8.28	8.28
296500	OEDOGONIUM MACRANDROUS, WM	EA	20	4.84	96.80
295882	VAUCHERIA SESSILIS, WM	EA	20	4.04	80.80
C297352	STEMONITIS, WM	EA	20	4.44	88.80
297770	RHIZOPUS SPORANGIA, WM	EA	4	4.64	18.56
297776	RHIZOPUS CONJUGATION, WM	EA	20	4.44	88.80
297974	PENICILLIUM, SEC.	EA	1	4.64	4.64
297872	ASPERGILLUS CONIDIOPHORES, WM	EA	20	3.84	76.80

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CATALOG NUMBER	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	EXTENDED PRICE
298022	SORDARIA FIMICOLA, LS	EA	1	4.24	4.24
297980	CUP FUNGUS APOTHECIUM, SEC	EA	1	4.44	4.44
298176	COPRINUS MUSHROOM, CS	EA	10	4.84	48.40
298236	WHEAT RUST AECIA, SEC Puccinia	EA	20	5.85	117.00
298224	PUCCINA GRAMINIS UREDIA, SEC	EA	20	5.05	101.00
298476	LICHEN THALLUS, SEC	EA	4	4.24	16.96
297914	CLAVICEPS MATURE STROMA, LS	EA	20	5.94	118.80
301964	ECTOTROPHIC MYCORRHIZA,CS	EA	20	4.64	92.80
298906	MOSS YOUNG GAMETOPHYTE, WM	EA	20	4.64	92.80
298992	MOSS ANTHERIDIAL HEAD, LS	EA	7	4.24	29.68
299028	MOSS ARCHEGONIAL HEAD, LS	EA	12	6.86	82.32
299086	MOSS CAPSULE,LS (Polytrichum)	EA	20	4.64	92.80
298716	MARCHANTIA GEMMA CUP, SEC	EA	20	4.84	96.80
298722	MARCHANTIA ANTHERIDIOPHORE, LS	EA	13	4.64	60.32
298752	MARCHANTIA ARCHEGONIPHORE, LS	EA	13	5.25	68.25
298776	MARCHANTIA SPOROPHYTE, LS	EA	16	4.44	71.04
297412	ALLOMYCES SPOROPHYTE, WM	EA	20	4.44	88.80
299176	PSILOTUM AERIAL STEM, CS	EA	20	4.64	92.80
299182	PSILOTUM SPORANGIUM, CS	EA	20	4.64	92.80
299836	LYCOPODIUM STROBILUS, LS	EA	20	5.05	101.00
299878	SELAGINELLA STROBILUS, LS	EA	20	6.46	129.20
299740	EQUISETUM MATURE STROBILUS, LS	EA	20	4.24	84.80
299428	POLYPODIUM RHIZOME, CS	EA	20	4.44	88.80
299290	FERN ANTHER/ARCH, W.M.	EA	8	8.07	64.56
299290	FERN ANTHER/ARCH, W.M.	EA	20	7.87	157.40
299290	FERN ANTHER/ARCH, W.M.	EA	20	7.87	157.40
299356	FERN YOUNG SPOROPHYTE, WM	EA	9	6.46	58.14
301376	PINE 2-NEEDLE LEAF, CS (Pinus)	EA	3	4.84	14.52
301436	PINE STAMINATE CONE,LS (Pinus)	EA	8	4.27	34.16
301520	PINE OVULE,ARCH W/EGG NUC, LS	EA	3	6.20	18.60
301448	PINE MATURE POLLEN, WM	EA	17	3.43	58.31
304586	LILY MATURE ANTHER,CS (Lilium)	EA	16	4.27	68.32

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304622	LILY OVULARY, CS (Lilium)	EA	20	4.27	85.40
304270	GERMINATED POLLEN, WM	EA	20	5.65	113.00
293988	BACILLUS, GRAM POS. & NEG., WM	EA	20	4.24	84.80
292702	BACTERIAL STRUCTURES SLIDE SET	EA	1	34.68	34.68
294204	BACTERIAL FLAGELLA	EA	20	8.68	173.60
294228	BACTERIAL SPORES, WM	EA	20	5.65	113.00
298010	MIXED BUDDING YEAST, WM	EA	20	4.24	84.80
312366	EPITHELIUM,SIMPLE CUBOIDAL,SEC	EA	16	5.05	80.80
312668	RETICULAR TISSUE, SEC	EA	20	6.66	133.20
312758	ELASTIC TISSUE, CS & LS	EA	20	6.17	123.40
314304	TONSIL, LINGUAL,HUMAN,SEC	EA	21	6.06	127.26
314848	TOOTH IN SITU,LS	EA	14	7.87	110.18
312462	EPITHELIUM,TRANSITIONAL,SEC	EA	20	4.27	85.40
312806	MUSCLE-TENDON JUNCT, LS	EA	20	6.46	129.20
315244	ILEUM,HUMAN,SEC	EA	20	6.26	125.20
312148	TISSUE TYPES SLIDE SET	EA	1	234.13	234.13
295366	ACTINOSPHAERIUM, WM	EA	3	6.26	18.78
308418	AMMOCOETES COMPOSITE, CS	EA	10	8.88	88.80
295384	AMOEBA PROTEUS, WM	EA	3	5.05	15.15
306216	AURELIA, PLANULA, WM	EA	13	6.86	89.18
306222	AURELIA SCYPHISTOMA, WM	EA	13	7.07	91.91
308316	AMPHIOXUS, WM	EA	10	10.30	103.00
308328	AMPHIOXUS, PHARYNGEAL, CS	EA	19	5.45	103.55
308346	AMPHIOXUS COMPOSITE, CS	EA	17	15.75	267.75
308346	AMPHIOXUS COMPOSITE, CS	EA	19	15.75	299.25
308346	AMPHIOXUS COMPOSITE, CS	EA	19	15.75	299.25
308346	AMPHIOXUS COMPOSITE, CS	EA	15	15.75	236.25
307432	ZOEA OF CRAB, WM	EA	10	5.05	50.50
306850	ROTIFERS, WM	EA	2	4.84	9.68
306052	HYDRA, LS	EA	6	5.65	33.90
306118	HYDRA,CS AND LS	EA	6	9.50	57.00
306046	HYDRA, CS	EA	17	6.84	116.28

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CATALOG NUMBER	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	EXTENDED PRICE
306118	HYDRA,CS AND LS	EA	17	9.02	153.34
306094	HYDRA OVARY, WM	EA	15	6.46	96.90
306064	HYDRA, BUDDING, WM	EA	12	4.44	53.28
307300	NEREIS, CS	EA	15	5.45	81.75
307306	NEREIS,PARAPODIUM,WM	EA	13	4.27	55.51
306124	OBELIA HYDROID, WM	EA	14	5.85	81.90
296914	PARAMECIUM,GENERAL, WM	EA	9	3.43	30.87
306312	PLANARIA, PLAIN, WM	EA	20	3.84	76.80
297190	PLASMIDIUM FALCIPARUM,SMEAR	EA	7	10.09	70.63
296840	RADIOLARIA, WM	EA	3	3.84	11.52
306972	ENTEROBIUS VERMICULARIS, WM	EA	20	7.87	157.40
305854	GRANTIA, WM	EA	13	4.04	52.52
305848	GRANTIA, CS AND LS	EA	18	7.27	130.86
305842	GRANTIA, LS NEAR-MED	EA	10	5.85	58.50
305830	GRANTIA (SCYPHA),CS	EA	16	4.44	71.04
295936	DIATOMS, MIXED, WM	EA	1	3.63	3.63
295948	DIATOMS, MARINE, WM	EA	9	3.63	32.67
295306	DINOFLAGELLATES, WM	EA	1	3.63	3.63
306628	DIPYLIDIUM CANINUM, COMP, WM	EA	8	16.35	130.80
306640	DIPYLIDIUM OVA, WM	EA	10	5.25	52.50
306646	DIPYLIDIUM SCOLEX, WM	EA	16	8.48	135.68
307246	EARTHWORM, CS	EA	15	5.05	75.75
295474	ENT. HISTOLYTICA, TROPHS,WM	EA	14	8.28	115.92
295468	ENTAMOEBIA HISTOLYTICA,CYSTS,WM	EA	13	8.28	107.64
306978	ENTEROBIUS VERMICULARIS,OVA,WM	EA	12	5.05	60.60
306406	FASCIOLA,OVA, WM	EA	10	5.65	56.50
305962	GEMMULES, W.M.	EA	2	4.44	8.88
295762	GIARDA LAMBLIA, TROPHS,WM	EA	10	8.28	82.80
295756	GIARDIA LAMBLIA,CYSTS,WM	EA	2	8.48	16.96
306996	NECATOR AMERICANUS OVA, WM	EA	8	6.06	48.48
306978	ENTEROBIUS VERMICULARIS,OVA,WM	EA	7	5.25	36.75
306502	SCHISTOSOMA MANSONI MALE, WM	EA	18	10.09	181.62

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CATALOG NUMBER	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	EXTENDED PRICE
306496	SCHISTOSOMA MANSONI FEMALE, WM	EA	18	9.29	167.22
306460	SCHISTOSOMA JAPONICUM,MALE,WM	EA	18	10.09	181.62
306466	SCH.JAPONICUM,FEMALE, WM	EA	18	9.69	174.42
305848	GRANTIA, CS AND LS	EA	15	7.27	109.05
305866	GRANTIA SPICULES, CS	EA	15	5.85	87.75
307572	SPIDER, WM	EA	10	3.84	38.40
306730	TAENIA PISIFORMIS, CS	EA	6	5.25	31.50
306742	TAENIA PISIFORMIS, OVA, WM	EA	15	6.06	90.90
295780	TERMITE FLAGELLATES, WM	EA	2	6.86	13.72
295810	TRYPANOSOMA GAMBIENSE,WM	EA	10	9.49	94.90
296626	VOLVOX, SEXUAL, WM	EA	8	4.84	38.72
297040	VORTICELLA, WM	EA	1	5.05	5.05
306652	ECHINOCOCCUS GRANULOSUS,WM	EA	8	10.90	87.20
306508	SCHISTOSOMA MANSONI OVA, W.M.	EA	2	7.07	14.14
312686	AREOLAR TISSUE, SPREAD	EA	4	5.65	22.60
308118	DROSOPHILA, WM	EA	5	3.43	17.15
291406	LETTER E, WM	EA	3	3.23	9.69
312432	EPITHELIUM,CILIATED,AMPH,SEC	EA	1	4.51	4.51
312426	EPITHELIUM,SIMP COL,HUMAN,SEC	EA	1	7.69	7.69
<b>FREIGHT</b>	<b>FREIGHT AND HANDLING</b>	EA	1	<b>* FREE *</b>	<b>* FREE *</b>

Please refer to our quote # when placing your orders.

Attn: Gerry Gire  
Email: ggire@laspositascollege.edu

Carolina Biological Supply Company  
2700 York Road, Burlington, NC 27215-3398  
www.carolina.com

**CFR LIVERMORE CA**

<b>SUB TOTAL</b>	<b>\$</b>	<b>10,937.68</b>
<b>9.5 %</b>	<b>TAX</b>	<b>1,039.16</b>
<b>TOTAL</b>	<b>\$</b>	<b>11,976.84</b>

WE TRULY APPRECIATE THE OPPORTUNITY TO PROVIDE YOU WITH THIS QUOTE. THANK YOU!



# LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition

**#R****# P**

**VENDOR:** **Carolina Biological Supply Co.** Phone: 1-800-334-5551 TAX ID# 2700  
York Road, Burlington, NC 27215-3398 FAX: 336-538-6330

Track # **17-34**  
FOR OFFICE USE ONLY

STAFF MEMBER Gerry Gire	DATE WRITTEN <b>17-Oct-16</b>	DATE REQUIRED <b>31-Dec-16</b>	DEPARTMENT Biology	Room: <b>1856</b>	PRODUCT #	UNIT	QTY	UNIT PRICE	EXT PRICE	RETURN COPY of REQUISITION TO: L. Cross    Gerry Gire
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DESCRIPTION (PRODUCT, TYPE, SIZE, COLOR, STOCK NUMBER)	UNIT PRICE	EXT PRICE
<b>Quote #336767SQ for Microscope Tissue Slides as per attached</b>		\$ 10,937.68

Shipping (if available):		free
Subtotal		\$ 10,937.68
Tax	9.50%	\$ 1,039.08
<b>TOTAL COST</b>	<b>\$</b>	<b>11,976.76</b>

**Comments:**  
**Instructional Equipment Request for Fall 2016**  
No substitutions without approval Michal Shuldman/Gerry Gire

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

**ACCOUNT #**

FUND          ORG          ACCT          PROGRAM

Dean, STEMPS          Date          VP/ President

Business Office





# TRIARCH INCORPORATED

QUOTE

Page 1 of 1

PO BOX 98  
RIPON, WI 54971  
Phone: (920) 748-5125  
Fax: (920) 748-3034

PREPARED MICROSCOPE SLIDES

TERMS: THIRTY DAYS NET  
NO DISCOUNT

SOLD TO:  
LAS POSITAS COLLEGE  
ATTN: ACCOUNTS PAYABLE  
3000 CAMPUS HILL DR.  
LIVERMORE, CA 94551

SHIP TO:  
LAS POSITAS COLLEGE  
ATTN: GERRY GIRE  
3000 CAMPUS HILL DR.  
LIVERMORE, CA 94551

United States

CUSTOMER NO:94551LP

QUOTES		ORDER DATE	ORDER NO	SALES ORDER NO	SHIP VIA
		10/18/2016	QUOTATION	Q161007	UPS GROUND
					UNIT PRICE
9	EACH	0	11-22C	QUERCUS; MAC. WOOD, WM	6.00 54.00
9	EACH	0	11-32F	TILIA A.; STEM, CRT	13.25 119.25
20	EACH	0	15-382C-1	UTRICULARIA; TRAP WM	6.30 126.00
20	EACH	0	2-34A	VAUCHERIA; STALKED SEX ORG.	6.30 126.00
12	EACH	0	3-34SP1	MICROSPHAERA ALNI; WM	5.63 67.56
4	EACH	0	12-9	CORALLORHIZA S.; RHIZOME CS	6.50 26.00
20	EACH	0	8-2C	EQUISETUM; FERT STEM CS	4.95 99.00
20	EACH	0	7-1A	ADIANTUM; RHIZOME, CS	4.73 94.60
16	EACH	0	10-6F	PINUS; LEAF CS 5 NEEDLE	4.73 75.68
0	EACH	0	BOXES	PLASTIC SLIDE BOXES-NO CHARGE	0.00 0.00

CALIFORNIA CERT. OF REG. USE TAX ACCT. NO.  
SC OHA 30-620391

YOUR PROMPT PAYMENT HELPS US TO MAINTAIN MODERATE PRICES.

We reserve the right to invoke a 1.5% per month finance charge  
on accounts unpaid after 30 days. (Annual rate - 18%).

ALL CLAIMS MUST BE MADE WITHIN 10 DAYS FROM DATE OF INVOICE

We certify that the merchandise as covered by this invoice conforms with the Fair Labor Standards ACT of 1938, as amended.

Net Order: 788.09  
Freight: 19.70  
Sales Tax: 74.87  
Order Total: 882.66

(In U.S. Dollars)



**LAS POSITAS COLLEGE Equipment, Apparatus and Service Requisition**

**#R**

**#P**

FOR REIMBURSEMENT: List payee name & ssn.

TAX ID# Phone: 1-920-748-5125

Track # 17-35

**Triarch Incorporated**

PO Box 98 Ripon, WI 54971 FAX: 920-748-3034

FOR OFFICE USE ONLY

RETURN COPY of REQUISITION TO:			L. Cross	Gerry Gire	
STAFF MEMBER	DATE WRITTEN	DATE REQUIRED	DEPARTMENT	ROOM	
Gerry Gire	17-Oct-16	31-Dec-16	Biology	1856	
DESCRIPTION (PRODUCT, TYPE, SIZE, COLOR, STOCK NUMBER)	PRODUCT #	UNIT	QTY	UNIT PRICE	EXT PRICE
Quote #Q161007 for Microscope Tissue Slides modified as per attached					\$ 788.09
Shipping (if available):				\$	19.70
Subtotal				\$	788.09
Tax				9.50%	\$ 74.87
<b>TOTAL COST</b>				<b>\$</b>	<b>882.66</b>

Comments: Instructional Equipment Request for Fall 2016  
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