



INSTRUCTIONAL EQUIPMENT REQUEST

Due in Dean/Unit Head's Office on September 19, 2011 (FALL) and March 1, 2011 (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: Scott Miner - Welding Technology

Division/Unit : BCATSS

Brief title of request (equipment or materials being requested must be similar, related or part of a system. Spot Welder Repair

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 (\$ 20376), Tax (.00975) (\$ 1986), Shipping (\$), Installation (\$ 0), Facilities Modification (\$), Other (\$), Total Cost (\$ 22362)

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)

Tong and tip assembly (040198 & 040211) to repair two existing Miller MSW42 spot welders

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

The program review discusses the need to repair and maintain equipment as needed.

Is it a replacement? Yes

Upgrade? Yes

New technology? Yes

Please explain?

This is an existing component that failed after student misuse/abuse.
This is less than 5% of the replacement cost of the entire power supply.

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?

This will have a positive impact in that it returns a nonworking piece of equipment, to operational condition. The machine is primarily intended for student use.

Impact on Enrollment

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

The unit will have minimal impact on enrollment, yet will add to the experience of those already enrolled

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 equipment is capable of being used by all students including those from under represented populations and students with diverse learning styles. ALL students use this equipment.

Outcomes

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

This will increase capability to perform resistance welding a standard industry welding process. This is our only resistance welding equipment

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?**

the existing tong assembly lasted more than 20 years, we assume the same service life there are no ongoing costs, this is a one-time repair made by faculty/staff replacing components

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?

No flagship here, no frills repair of existing component

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?

Rather than surplus or dispose of the machine, this component will return the equipment will continue to operate for years.

Health, Safety & Security

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

This repair will increase student happiness and well-being within the welding department

Signatures (required)

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

Requested by [Signature]
Scott Miner

Dean/
Unit Head [Signature]
Janice Noble
9/23/11

IT Department Signature
Vice President [Signature]
Marg Malony
9/23/11

LPC VP Business/President

LPC Business Office Use (Account Number)

SAN FRANCISCO AREA
 14492 WICKS BLVD.
 SAN LEANDRO, CA 94577
 (510) 352-6700
 FAX (510) 352-1103

LOS ANGELES AREA
 REMOTE CALL FORWARDING
 (323) 283-6605

FOLIO NO.

DATE SHIPPED

WEIGHT

CREDIT APPROVAL

LEDGER ENTRY

SALE TAXABLE (YES OR NO)

SALES MAN

F.O.B. POINT

REGISTER NUMBER

DATE BILLED

CHECKED PRICE EXTENSION

DATE

2-18-11

TERMS
 OUR REGULAR TERMS ARE
 NET CASH 10TH OF MONTH
 FOLLOWING DATE OF SHIPMENT
 CASH SALE YES OR NO
 DEPOSIT
 REGULAR YES OR NO
 DEPOSIT
 SEP. CONT. YES OR NO
 DEPOSIT

SERVICE CHARGE OF
 1 1/2% PER MONTH (AN
 ANNUAL RATE OF 18%)
 WILL BE ADDED ON ALL
 PAST DUE ACCOUNTS.

CASSIMUS COMPANY
 Resistance and Automatic Arc Welding Equipment
 ORDER CONTRACT

WITH Los Positas College

AT SHIP COLLECT - PREPAID WHEN _____
 VIA _____
 SHIPPING ADDRESS _____
 GENERAL REMARKS _____

QUANTITY	ORDER FROM	CUSTOMER'S ORDER NUMBER	NUMBER OF INVOICES	UNIT LIST	DIS.	NET PRICE
1	Repair Miller MSW42					
	3/4 KJ069308					
	Tested unit & found resistive Tongs + TIPS.					
1	040198	Tong set				89 39
1	040211	TIP				12 49
		PARTS TOTAL				101 88
		SALES TAX				9 93
		1 hr Labor @ 100 - hr				100 -

PLEASE FURNISH THE ABOVE MERCHANDISE IN ACCORDANCE WITH THE TERMS SPECIFIED, TITLE TO WHICH SHALL NOT PASS FROM CASSIMUS COMPANY UNTIL THEY HAVE BEEN FULLY PAID IN CASH. MERCHANDISE FURNISHED ON ABOVE CONTRACT SUBJECT TO ALL LOCAL, STATE AND FEDERAL TAXES NOW IN EFFECT OR WHICH MAY HEREINAFTER BE IMPOSED. IN CASE ANY OR ALL OF THE ABOVE MERCHANDISE IS NOT IN YOUR STOCK, YOU WILL NOT BE HELD RESPONSIBLE FOR ANY DELAY IN DELIVERY BEYOND YOUR CONTROL. IT IS AGREED THAT THERE HAVE BEEN NO AGREEMENTS, WARRANTIES OR GUARANTEES NOT STATED HEREIN.

ACCEPTED BY
 FIRM NAME

\$211.81

ABOVE MERCHANDISE
 RECEIVED IN GOOD ORDER BY

TOTAL

