

INSTRUCTIONAL EQUIPMENT REQUEST 2018-2019

Internal Use
IE #: Fb11-40
Total \$: _____

Requester Name: Thomas Fuller

Division Name: STEM

RECEIVED

SUMMARY INFORMATION

SEP 13 2018

Title of Item: Infaco E500012V2T Olive Harvester

STEMPS Division
Las Positas College

Equipment Location Building: 800

Room: 806

Location Comments:

N/A

SECTION 1: 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:

This item is a telescoping, battery powered, olive harvester. It will replace old, outmoded, hand picking operations. In past years we have only been able to harvest 50-75% of the LPC campus olive crop, due to the inefficient, labor intensive, harvesting method. This has created a sanitary problem, as un-harvested olives are a source of infestation for Olive Fruit Fly. The use of better harvesting equipment will allow the Horticulture Dept. to raise more money through the sale of olive oil, to supplement our limited supply and equipment budget.

LPC - RECEIVED

SEP 28 2018

ADMINISTRATIVE SERVICES

SECTION 1: 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:

N/A

SECTION 2: 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*:

The improved harvesting operation will promote basic skills, career-technical, and retraining goals, for our horticultural students.

SECTION 3: EDUCATIONAL ITEMS – PROGRAM REVIEW

Specify the educational programs this equipment supports:

It is important for our students to learn the proper maintenance and harvesting of fruit by using equipment that is up to date with current industry standards.

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

The exact piece of equipment that we are in need of, was selected after a great deal of research in to alternative harvesting methods. That information has not been translated, as yet, into the Program Review process.

SECTION 4: TEACHING AND LEARNING

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

We will be able to teach the proper harvesting method for Olives, using up to date equipment.

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

The student will learn how to harvest olives in a cost-effective manner.

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

SECTION 5: OUTCOMES (SLOs)

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

The students will be able to select the proper care and maintenance of landscape plants.
The student will be able to safely demonstrate the proper, safe use and application of tools and equipment used specifically for arboriculture.
Students will understand sustainable maintenance procedures.

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

We will not be able to instruct students in proper techniques that are currently industry standards.

SECTION 6: TOTAL COST OF OWNERSHIP (FINANCIAL & SUSTAINABILITY)

What is the potential life span of the requested equipment?

Minimum life span of 20 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.)

None.

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.

No, we currently are using our hands.

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.)

Little or no annual service costs required.

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

The equipment is battery powered, no carbon emissions.

SECTION 6: TOTAL COST OF OWNERSHIP (contd)**Part A: Initial Start-up Costs**

<u>Item</u>	<u>Cost</u>	<u>Comments</u>
Equipment or Materials	1,243.00	
Taxes (9.5%)	114.98	
Shipping or Delivery Charge	0.00	
Installation Costs *	0.00	
Miscellaneous Costs:		
Facilities Modifications	0.00	
Operator Training		
Maintenance & Repair Training	0.00	
Storage	0.00	
Other: _____	0.00	
Vendor Discount		
Grand Total:		\$ 1,357.98

*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	0.00	
Estimated Parts Replacement Per Year	0.00	
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: _____		
Annual Operating Costs:		\$ 0.00

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

None.

SECTION 6: TOTAL COST OF OWNERSHIP (contd)

Part C: Incremental Labor Costs

OPERATOR:

Indicate the key operator: Horticulture Instructors and Hort/Vit Technician

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: Varies, mostly in Nov.

MAINTENANCE & REPAIRS:

Indicate the person performing maintenance and repairs: Hort/Vit Technician

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: 0

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:

Thomas Fuller
Requester

9/12/18
Date

IT Department (if required)

Date

Nan Ho
Dean/Manager

9-14-18
Date

[Signature]
Vice President

9/21/18
Date



#R

[illegible]



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QUOTE

ADDRESS

Tom Fuller
Las Positas Community
College
3000 Campus Boulevard
Livermore, CA 94550 US

SHIP TO

Las Positas Community
College
3000 Campus Boulevard
Livermore, CA 94550 US

QUOTE # 1426**DATE 01/04/2018****SHIP VIA**

Client P/U

TRACKING NO.

CA

DESCRIPTION**QTY****RATE****AMOUNT****Serialized Tools:E500012V2T**

Telescopic Electroliv v2 12 Volt with 10M battery cable

1

1,243.00

1,243.00

Sales Tax

Sales Tax calculated by AvaTax on Wed 25 Jul 16:47:36
UTC 2018

1

114.98

114.98

TOTAL**\$1,357.98****Accepted By****Accepted Date**