

Requisition #: _____
Banner #: _____

Reference #: IER#0000120
Fiscal Year: 2026-2027



Instructional Equipment Request (IER) Form

Title of Submission:	Building 3500 Champion backup air compressor		
Requestor Name:	Weston, James	Division:	PATH
Date Submitted:	10/07/2026	Discipline:	Welding Technology
Type of Request:	An Upgrade		

Describe the specific equipment requested.

Include model/specs if known. State whether this replaces existing equipment, upgrades current technology, or fills a new need.

We are requesting the purchase of a backup air compressor for Building 3500. A Champion brand compressor, Model R30. As of October 2026 the current building 3500 air compressor has had two multi week breakdowns, leaving both Welding Technology and Automotive Technology without compressed air. Not a great track record for a unit that is barely 4 years old. Without compressed air for building 3500 auto lifts, tire changing equipment, numerous tools and most concerning the Welding labs environmental control system are basically inoperable. Please help us correct this oversight in our buildings design and construction.

KEY DEADLINES

Action	Deadline
IER form submitted to Division Dean	10/07/2026
Division Review of IER forms (Dean signature)	10/14/2026
IER due to Exec. Assistant, Administrative Services (with Dean & VP signatures)	10/21/2026

PRE-SUBMISSION CHECKLIST

- ☐ All fields in the form **MUST** be completed in full.
- ☐ Valid vendor quote* must be attached (include shipping, installation, and tax where applicable)
Do not split quotes or submit duplicates. For more details or assistance see Quote Requirements*
- ☐ IER form signed and submitted to Division Dean by the deadline, must include:
 - ☐ Quote (required)
 - ☐ New Vendor Application (if new vendor)
 - ☐ W-9 (if new vendor)

***Quote Requirements:** By law, purchases between \$ 30,000.00 and \$ 119,099.99 require 3 quotes from 3 different vendors. Purchases at or above \$ 119,100.00 require an RFP (bid) process and Board approval; if your request is approved, we provide further instructions via email. We are required to proceed with the cheapest option unless a compelling argument can be provided for a more expensive option. For assistance with quotes, contact Bill Pagano at bpagano@clpcd.org or (925) 485-5271.

[More information on Instructional Equipment can be found here.](#)

IER RUBRIC: HOW YOUR REQUEST WILL BE SCORED

Criteria	Max Points	Strong Evidence	Adequate Evidence	Limited Evidence
Mission & Planning Priorities [Section 2]	5	4–5: Clear and compelling evidence/data that equipment fully supports LPC Mission and Planning Priorities.	2–3: Clear evidence/data that equipment supports LPC Mission and Planning Priorities.	0–1: Limited or no evidence/data.
Programmatic Impact & Institutional support [Section 3]	10	8–10: Clear and compelling evidence/data (from program review) of substantial instructional impact.	4–7: Clear evidence/data of substantial impact on program instruction.	0–3: Limited or no evidence/data.
Teaching & Learning Enhancement [Section 4]	10	8–10: Clear and compelling evidence/data that equipment provides much-needed enhancement to instruction.	4–7: Clear evidence that equipment provides enhanced instruction not met through current means.	0–3: Limited or no evidence/data.
Student Learning Outcomes [Section 5]	5	4–5: Clear and compelling evidence/data that equipment support course and/or program outcomes beyond current capability.	2–3: Clear evidence that equipment supports course and/or program outcomes beyond current capability.	0–1: Limited or no evidence/data.
Safety and/or Org. Effectiveness [Section 6]	5	4–5: Clear and compelling evidence/data that equipment will support safety and/or organizational effectiveness beyond current capability.	2–3: Clear evidence/data that equipment will support safety and/or organizational effectiveness beyond current capability.	0–1: Limited or no evidence/data.
Total	35			

Tip: Use specific data and evidence in each narrative section. Requests without evidence receive lower scores. Incomplete requests will not be ranked.

INSTRUCTIONAL EQUIPMENT: ALLOWABLE & NON-ALLOWABLE ITEMS

Allowable Items – Instructional equipment expenditures are eligible only when the equipment, library material, or technology is used for classroom instruction, student instruction or demonstration, or in the preparation of learning materials within an instructional program. All eligible items must function as durable assets with a useful life exceeding one year. Requests must fall within one of the five categories below (requests are not limited to the examples provided within the categories):

- 1. Equipment and Furniture:** Instructional equipment and furniture for primary use by students in instructional programs. Examples include, but are not limited to: classroom and laboratory equipment, such as, whiteboards, screens, projectors, lab instruments; and, instructional furniture, such as, desks, tables, podiums, chairs.
- 2. Information Technology:** Instructional IT equipment for student use in classrooms, laboratories and/or in direct support of student services. Examples include, but are not limited to: desktops, laptops, monitors, printers, servers, network/wireless infrastructure, AV/TV, and multimedia systems.
- 3. Adaptive Equipment:** Equipment for ADA/OCR-eligible students that assists them in a learning environment.

NOTE: Each individual item must cost \$200 or more.

Non-Allowable Items – Equipment that serve administrative or non-instructional purposes. Examples are: Photocopiers, file cabinets, bookcases, computers used primarily for administrative functions, networking infrastructure for non-instructional use, and software licenses for administrative systems. Items that would be considered supplies or have a useful life of less than one year.

SECTION 1 — Location and Compliance Information

Equipment Location: Building #: 3500 Room #: Outside Auto Shop

If applicable, describe any legal requirement, mandate, or safety concern.

Cite specific regulations or compliance requirements.

SAFETY CONCERN!!!

Building 3500's single air compressor powers the Welding labs' ventilation and fume extraction system, as well as Automotive's vehicle lifts and tire-changing equipment, and pneumatic tools in both programs. When it fails, welding fumes can no longer be controlled at the source. Welding operations require adequate ventilation under federal OSHA (29 CFR 1910.252(c)), with Cal/OSHA Title 8 requirements for airborne contaminants and the District's Injury and Illness Prevention Program (8 CCR §3203) requiring hazards to be corrected. The new unit will include an ASME-certified air receiver and ASME pressure relief valve.

SECTION 2 — Mission & Planning Priorities

Scored 0–5 points

LPC MISSION STATEMENT

Las Positas College is an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting lifelong learning.

LPC PLANNING PRIORITIES

- ☐ **Equity:** Affirm LPC's unwavering commitment to equity by deepening campus-wide engagement, enhancing professional development, embedding equity-minded practices in decision-making, assessment, and accountability processes; and building capacity to resolve inequities.
- ☒ **Student Success:** Increase student success and completion through sustainable college practices, processes, academic support, removal of barriers, and focused professional development.
- ☒ **Health & Wellness:** Establish a knowledge base and appreciation for health and wellness in the workplace; create a sense of urgency about wellness; prioritize wellness in decision-making, assessment and accountability; and build capacity to support wellness.

Explain how this equipment supports LPC's Mission and the Planning Priority/Priorities checked above.

Strong responses provide clear and compelling evidence or data that the equipment supports the LPC Mission and Planning Priorities (e.g., specific program goals, student populations, or outcomes).

Student Success: Without reliable compressed air, Welding and Automotive students lose the hands-on lab time their certificates and degrees depend on. Both programs are career-technical pathways, so lost lab days delay completion and job readiness. Two multi-week outages have already occurred in under four years of service (1.5 weeks and 3 weeks), both requiring expensive repairs (\$600 and \$1,600) pulled from our already tight budget. They fell in Winter and Summer terms, so fewer classes were affected, but a Fall or Spring failure would affect 14 sections / 300 students. A backup unit removes this barrier.

Health & Wellness: The Welding labs' ventilation and fume extraction system and Automotive's lift and tire equipment depend on compressed air, so an outage is a safety issue as well as an instructional one. Building 3500's predecessor had a backup compressor. Restoring that redundancy supports a safe learning environment consistent with LPC's mission of supporting students' career-technical goals.

SECTION 3 — Program Review & Programmatic Impact

Scored 0–10 points

Strong responses provide clear and compelling evidence or data from program review of substantial instructional impact. If this equipment was not included in your most recent program review, provide a clear explanation of the instructional need.

Specify the educational programs this equipment supports:

Welding Technology (WLDT) and Automotive Technology (AUTO)

This need emerged outside the regular planning cycle. The Building 3500 compressor failed twice in Winter 2023 and Summer 2026, with repairs costing \$600 and \$1,600. The unit is only about four years old, and the second repair cost more than double the first. Each failure disabled compressed air for both programs, 1.5 weeks the first time and 3 weeks the second. These failures were unforeseen and could not have been anticipated in the previous Program Review. Both programs rely on the same compressed air source, so one failure disables two programs at once.

Is the equipment part of an upcoming Program Review? Was it included last year? If not, why? Use language from your Program Review as evidence to support this request.

Quote or paraphrase relevant language directly from your Program Review. If not included in Program Review, explain why this need emerged outside the regular planning cycle.

A backup compressor was not named in the Fall 2024 Program Reviews, because Program Review is not a request vehicle, but the underlying need was documented in both. Automotive's review reports that Building 3500 does not have enough compressed air support (along with electrical and lighting) for students to complete labs, and states that these shortcomings affect student learning and safety. Welding's review lists Building 3500's safety systems as a challenge and notes the program moved into a building that was not complete or correct. Welding's program safety outcome, operating safely in a welding workplace, is described as cutting across all lab courses.

Section 4 — Teaching & Learning Enhancement

Scored 0–10 points

Provide clear and compelling evidence or data that this equipment enhances instruction and student learning beyond current capability. Strong responses demonstrate a much-needed instructional enhancement not met through existing means.

How does this equipment enhance teaching and the quality of instruction? Use evidence and data

Be specific about what instructors can do with this equipment that they cannot do now.

The building currently has no fallback. When the compressor fails, the ventilation and fume extraction system serving the Welding labs stops working, and welding cannot safely continue. Automotive lifts and tire equipment also go down. The first outage disrupted labs for 1.5 weeks and the second for 3 weeks, 4.5 weeks of lost hands-on instruction in total. Repairs cost \$600 and \$1,600, but the greater cost was lost instructional time and the safety exposure when ventilation and fume extraction went down. A backup compressor lets instructors keep labs running through a failure.

The backup also supports the pneumatic tools both programs use, including grinders, chipping hammers, laser and plasma cutters, and tube and plate benders. The two units can alternate duty, which reduces wear on each.

How does this equipment directly improve student learning?

Consider engagement, accessibility, hands-on practice, preparation for transfer or employment, etc.

Students learn through hands-on practice on lifts, tire equipment, and pneumatic tools, and through welding in a safely ventilated lab. Uninterrupted air supply protects that practice time and the certification-test skills employers expect.

Estimated impact of this equipment:

Number of Classes / Sections Impacted:	14 per semester	Estimated Number of Students Per Year:	600
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SECTION 5 — Student Learning Outcomes (SLOs)

Scored 0–5 points

Strong responses provide clear and compelling evidence or data that this equipment supports course and/or program outcomes beyond current capability.

Which course or program SLOs does this equipment support? List them.

Reference the relevant SLO language from your course outline or program.

Welding Technology

- Safety awareness in the welding workplace is a stated outcome in WLDT 61AL, 61BL, 62AL, 62BL, 67A-D, 68, 69AL, 69BL, 70, and 71. A controlled lab environment is required to demonstrate it.
- AWS certification-test skills: WLDT 61AL/61BL (SMAW and FCAW, 1G and 3G), 62AL/62BL (GMAW and GTAW, 1G and 3G), and 69AL/69BL (6" Schedule 40 pipe, 2G and 5G) require students to demonstrate the skills to pass AWS D1.1 test plates and pipe tests.
- WLDT 70: Students demonstrate safe use of SMAW equipment.
- WLDT 67A-D and 68: Students demonstrate self-directed goal achievement, which requires consistent open lab time.
- Program outcomes (Certificate and AS): Students operate safely in a welding workplace environment and have the skills to pass an AWS standard welding certification test.

Automotive Technology

- AUTO INT / INTL: Students demonstrate proper vehicle lifting procedures and shop safety. Lifts and tire-changing equipment in Building 3500 depend on compressed air.
- AUTO LABA: Students apply safety in all lab conditions and work autonomously in a shop environment.
- AUTO LABB / LABC / LABD: Students apply service manual procedures and safety precautions and complete hands-on labs without instructor supervision. Pneumatic tools and lifts are core to this work.
- AUTO A1 / A9: Students apply engine repair safety precautions and diagnose and repair diesel systems in lab.

How will this equipment enable measurable improvement of your current SLO attainment?

Consider how the equipment addresses gaps in current instructional capability, student practice, or skill development.

Both programs assess outcomes through hands-on lab performance, and both depend on Building 3500's single compressor. In Welding, safety awareness is an outcome in nearly every course, and students cannot demonstrate it in a lab without working ventilation and fume extraction. AWS certification-test practice also depends on pneumatic tools for cutting, grinding, cleaning, and bending. In Automotive, lifting procedures, tire service, and pneumatic tool use cannot be taught or assessed without air.

The two outages cost 1.5 and 3 weeks of lab instruction (4.5 weeks total). A backup compressor ensures students log the full practice hours their outcomes require.

SECTION 6 — Safety & Organizational Effectiveness

Scored 0–5 points

Strong responses provide clear and compelling evidence or data that this equipment supports safety and/or organizational effectiveness beyond current capability.

Describe, in detail, the impact this equipment will have on safety and/or organizational effectiveness:

Safety: The Welding labs' ventilation and fume extraction system depends on compressed air. Without it, welding fumes cannot be captured at the source, creating an exposure hazard for students and instructors. Instructors must stop welding or accept unsafe conditions. Automotive lifts and tire equipment are also out of service during an outage. A backup unit keeps this safety-critical system running.

Organizational effectiveness: The primary unit has failed twice in about four years, disrupting two programs for 1.5 and 3 weeks. Repair costs rose from \$600 to \$1,600 between failures (\$2,200 total). A backup compressor protects instructional continuity for both programs, and the two units can alternate duty to spread run time. Building 3500's predecessor had a backup, and critical air systems are normally redundant.

SECTION 7 — Total Cost of Ownership & Sustainability

How does this equipment meet or exceed LPC's [Sustainability Efforts](#)?

Consider energy efficiency, reduced waste, longevity, and end-of-life disposal plan.

The Champion R-Series compressor has load-less starting through a centrifugal unloader, which the manufacturer states lowers energy costs and reduces motor wear. It is splash-lubricated with cast-iron construction for long life, and it carries a 3-year pump warranty. Running two compressors alternately extends the life of both units and delays replacement. End of life: the unit is recyclable cast iron and steel and will be surplus through District processes.

Does the new equipment replace older equipment?

If yes, will you retire/surplus the old equipment? If not, where will it be stored and what are the storage costs?

No. The new unit is a backup. The existing compressor stays in service as the primary, so nothing needs to be retired, stored, or surplus, and there are no storage costs.

SECTION 7 – Total Cost of Ownership & Sustainability (continued)

Operator		Maintenance & Repair	
Primary Operator	James Weston	Who will perform maintenance & repairs?	James Weston
Does the work align with current position duties?	Yes	Does the work align with current position duties?	Yes
Cost to train primary operator:	0.00	Cost to train for maintenance and repairs:	0.00
Estimated hours equipment will be used per month:	190 hrs when in use	Estimated hours per month:	30 minutes

FOAP (Budget) for Recurring Costs:	<u>113001</u>	-	<u>33465</u>	-	<u>4320</u>	-	<u>095650</u>
	Fund		Org		Account		Program

Estimated Lifespan of Equipment: 45 years

Part A: Initial Start-Up Costs	Cost (\$)	Notes
Equipment / Materials	\$10,084.36	
Shipping & Delivery	\$0.00	
Installation	\$5,293.00	
Operator Training	\$0.00	
Facilities Modification	\$6,000.00	M&O to run electrical. Isolator and disconnect
Other	\$0.00	
Discounts (enter as positive)	\$0.00	
Subtotal	\$21,377.36	
Part B: Annual Operating Costs	Cost (\$)	Notes
Service / Maintenance	\$50.00	per month
Part Replacement	\$0.00	
Software Licensing	\$0.00	
Supplies	\$0.00	
Vendor Calibration / Standardization	\$0.00	
Storage	\$0.00	
Other	\$0.00	
Subtotal	\$50.00	

Overall Cost (Start-Up + Annual)	\$21,427.36
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APPROVALS & SIGNATURE ROUTING

Before signing below, please confirm all fields are completed, the information is correct, and the request is for allowable items. A vendor quote must be attached **before** the form is submitted.

1  Quote (Preferred Vendor)

Title	Signature	Date
Requestor:	<i>James Weston</i>	10/07/2026
Division Dean:	<i>Michael A. McQuiston</i>	10/09/2026
Vice President:	<i>Nan Ho</i>	10/16/2026
College Technology Services Manager:	<i>Stephen Gunderson</i>	10/20/2026
M&O Director:	<i>JOHN SEYBERT</i>	10/20/2026
Vice President, Administrative Services:	<i>Sean Brooks</i>	10/26/2026

REFERENCE: IER Process Flow

1	Requestor submits completed packet to Division Dean
2	Dean reviews and forwards to Vice President
3	Vice President reviews and forwards to Executive Assistant of Administrative Services
4	Executive Assistant logs request; forwards to M&O and IT for technical review
5	RAC reviews and scores requests
6	Executive Assistant compiles final rankings for RAC review
7	RAC Co-Chairs meet with College President to discuss ranked requests
8	President issues approval memo to RAC
9	RAC notifies requestors of approved requests and any additional steps (e.g., additional quotes, board packet)
	<i>For requests that meet the board threshold, Purchasing will initiate the RFP (bid) process in collaboration with the requestor. Purchasing will notify the requestor of the winning bid/vendor. Bid process takes approximately 6 weeks.</i>
10	Requestor submits Requisition with updated quote(s) (itemization not required on Reqs for IERs) see example
11	Business Office reviews and enters requisitions into Banner; forwards requests to Purchasing*
	<i>*For board requests, bid process must be completed first, then requisition submitted to Business Office for entry into Banner, then Division submits board packet with copy of req entered into Banner (note Banner Doc # on packet).</i>

Questions? Contact the [RAC Co-Chairs](#) or the [Executive Assistant, Administrative Services](#).

Edwards & Sons Equipment Service, Inc

www.eandsinc.com CSLB #716505
info@eandsinc.com 1-800-483-3927
6459 Brisa Street
Livermore, CA 94550

Quotation

Date	Quote #
9/29/2026	520519
Rep	JER

FAX 925-223-6999

ESTIMATE ONLY! ACTUAL LABOR AND MATERIAL CHARGES MAY VARY.

Name / Address		Ship To		
Chabot-Las Positas College Attn: Accounts Payable 7600 Dublin Boulevard 3rd Floor Dublin, CA 94568		Las Positas College 3000 Campus Hill Drive Livermore, CA 94551		
Item	Description	Qty	Cost	Total
Part Sales	R-2-30 Simplex-A With the following Configuration: Pump Model R30 Model Number VR15F-12 Motor Enclosure Open Drip Proof (ODP) Motor Horsepower 15HP (11kW) VOLT 460V/3PH/ 60Hz Tank Option 120 Gallon Vert. Mounted Tank Tank Type Standard Tank Type Tank Code STD Code (Includes Cal. Code) Set Pressure 175 Nema NEMA 1 Controller Control Panel Level 2 (HM+TOA) Control Mounting Mounted Control Panel Controller Options No Controller Options Air Cooled Aftercooler Yes	1	10,084.36	10,084.36T
Install Labor	Labor to install compressor	1	3,560.00	3,560.00

Sales Tax (10.25%)

Total

If completion of the installation/service is delayed due to customer created circumstances,
we reserve the right to invoice for work completed to date.

www.eandsinc.com CSLB #716505
info@eandsinc.com 1-800-483-3927
6459 Brisa Street
Livermore, CA 94550

Date	Quote #
9/29/2026	520519
Rep	JER

ESTIMATE ONLY! ACTUAL LABOR AND MATERIAL CHARGES MAY VARY.

Unless mentioned above this quote is less electrical, air, permits, fees, concrete, underground utilities, seismic/engineering, soil testing, environmental clean up, oil removal. Restocking fees for returned items. Quote represents a cash discount. Manufacturer price may change without notice which may affect this quote. A service fee will be charged if a crew is on site and unable to perform scheduled work. Additional fees for special insurance requirements.

Acknowledge & Acceptance

If completion of the installation/service is delayed due to customer created circumstances, we reserve the right to invoice for work completed to date.