

Requisition #: _____
Banner #: _____

Reference #: IER#0000153
Fiscal Year: 2026-2027



Instructional Equipment Request (IER) Form

Title of Submission:	Basketball Teaching Equipment		
Requestor Name:	Bhambhra, Ravi	Division:	PATH
Date Submitted:	10/20/2026	Discipline:	Kinesiology
Type of Request:	New Equipment or Technology		

Describe the specific equipment requested.

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

-2 Dr. Dish Arc1 Shooting Machines - new technology, potentially replacing what we have.

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@clpccd.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 #: 2500 Room #: 113

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

Cite specific regulations or compliance requirements.

N/A

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).

This equipment supports the LPC Mission and Planning Priorities by promoting equity, increasing student success, and broadening health & wellness awareness throughout the department and college. Having current, state-of-the-art shooting machines for the men and women (compared with outdated equipment) that is equitable with other colleges leads to increased student-athlete retention, which subsequently leads to increased graduation rate and transfer rate for our college and our district.

The equipment will also be used broadly throughout the department in various courses, both intercollegiate and non-intercollegiate courses. For example, the shooting machines will be used throughout men's and women's intercollegiate courses, as well as general courses offered to the student body, abroad.

The student populations benefitting from the new equipment are groups that have been traditionally underrepresented. To maintain equity, one shooting machine for the men, and one shooting machine for the women, replacing the outdated machines currently housed in the teams' respective storage space.

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:

The educational programs this equipment supports are the kinesiology programs and men's and women's basketball.

The most recent program review broadly states budgetary issues: a "Limited budget to support athletic teams to support the student-athletes and coaches: Increasing costs in uniforms, entry fees, meals, transportation, officials, memberships, and equipment, but our budget has remained the same."

"Equipment," is stated, though not specified; the individual sports' equipment needs are left up to the coaches.

-Shooting machines rapidly increase the number of repetitions a student can get shooting the basketball, maximizing the available gym time. Used by the pro's.

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.

Yes, the equipment is part of an upcoming Program Review. It was included last year, also. Training equipment being outdated or at the end of its life cycle was generally stated in the most recent program review, Fall 2025, though specific items were not specified sport-to-sport. Individual sports' needs vary, and the department trusts the coaches to determine what is needed, specific to their sport.

From the program review:

"• Budget Issues

o Limited budget to support athletic teams to support the student-athletes and coaches: Increasing costs in uniforms, entry fees, meals, transportation, officials, memberships, and equipment, but our budget has remained the same."

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.

-A student can get up to 1,000+ shots per hour using a Dr. Dish shooting machine, compared to just 250 shots per hour without assistance.
-In a controlled, 10-minute timed session, a shooter made 72 shoots, compared with 168 made for a shooter with the aid of a shooting machine (Dr. Dish)
-Without a machine, a significant portion of time is spent chasing rebounds and waiting for passes. A shooting machine keeps the shooter in rhythm, ideal for training and skill development.
-The Arc1 model of the Dr. Dish has the upgraded technology of tracking the arc of the basketball on its way to the hoop. Did you know: There is an ideal arc for the basketball to travel to give it its best chance of going into the hoop. That arc is 45 degrees, and the Dr. Dish Arc1 can track this data and provide immediate feedback.

How does this equipment directly improve student learning?

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

The equipment helps drastically. A shooting machine increases the sheer number of shots a student can get within an hour, as demonstrated in the box above: 250 shots vs. 1,000+ in an hour. In a 10 minute session, 72 makes vs. 168 makes. Over just 5 days, that's 5k shots vs. 1250. Over one month, 20k shots vs. 5k. Over 2 years, as our students stay...you get the idea. The evidence is compelling.

"Repetito est mater studiorum (Repetition is the mother of learning)" -Old Latin Phrase

Estimated impact of this equipment:

Number of Classes / Sections Impacted:	9	Estimated Number of Students Per Year:	100
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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.

All the kinesiology courses list strategic execution (in varying language) in the SLO's. The SLO's also list technical proficiency, in varying language. The Dr. Dish Arc1 is a state-of-the art training tool used by the highest level of professional and Olympic teams across the world. It increases technical proficiency in the most important skill in basketball continuing up the levels: shooting.

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.

Current gaps in skill development all revolve around getting the students more repetitions at the skills they are trying to develop, in the chaotic environment in which we are asking them to perform said skill. Repetitions are invaluable in skill development, skill mastery; and, that's where shooting machines come in.

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:

These items will improve safety. For example, a new, state-of-the-art shooting machine will throw accurate, on-time passes. Our current machine has variance to the passes, as it is outdated. Sometimes the pass is stronger, sometimes not on time. This poses a safety threat to an untrained person, and even to a trained person it can be dangerous. The last thing we would want is somebody reaching in the machine to see what's wrong, why no pass, only to have a ball be shot out with the hand still in the machine.

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 equipment exceeds LPC's sustainability efforts by providing a lifespan of approximately 5 years, on average, for the items. They are low-maintenance, and they can be used across several years' time without any issues arising. This is sustainability exemplified.

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?

The current machines may end up being phased out and ultimately replaced, as is our hope with this request. We will retire or surplus the old equipment.

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

Operator		Maintenance & Repair	
Primary Operator	James Giacomazzi	Who will perform maintenance & repairs?	James Giacomazzi
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:	80	Estimated hours per month:	1

Comments:

While Coach Giacomazzi assumes the primary responsibility for operating and maintaining the machines and equipment, we all as coaches and a staff will help operate the items responsibly and maintain its condition.

FOAP (Budget) for Recurring Costs:

Fund	-	Org	-	Account	-	Program	
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Estimated Lifespan of Equipment: 3-5 Years

Part A: Initial Start-Up Costs	Cost (\$)	Notes
Equipment / Materials	\$24,832.72	
Shipping & Delivery	\$1,374.00	
Installation	\$0.00	
Operator Training	\$0.00	
Facilities Modification	\$0.00	
Other	\$0.00	
Discounts (enter as positive)	\$0.00	
Subtotal	\$26,206.72	
Part B: Annual Operating Costs	Cost (\$)	Notes
Service / Maintenance	\$0.00	
Part Replacement	\$0.00	
Software Licensing	\$0.00	
Supplies	\$0.00	
Vendor Calibration / Standardization	\$0.00	
Storage	\$0.00	
Other	\$0.00	
Subtotal	\$0.00	

Overall Cost (Start-Up + Annual)	\$26,206.72
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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:		10/20/2026
Division Dean:	Michael A. McQuiston	10/21/2026
Vice President:	Nan Ho	10/21/2026
College Technology Services Manager:	Stephen Gunderson	10/21/2026
M&O Director:	John Seybert	10/21/2026
Vice President, Administrative Services:	Sean Brooks	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](#).

SHIPPING ADDRESS

Las Positas College
3000 Campus Hill Drive
Livermore CA 94551
United States
Tel. +15202603353

CUSTOMER

Las Positas College
3000 Campus Hill Drive
Livermore CA 94551
United States
Tel. +15202603353

PAYMENT

SHIPPING METHOD

Commercial LTL Delivery
(California)

ITEMS

PRICE

QTY

ITEM TOTAL



Dr. Dish Arc1
Discount: September Promo (No Trade In)
SKU: 290000

~~\$12,495.00~~
\$10,995.00

1

\$10,995.00



Dr. Dish 21.5" Screen Protector
Discount: Bundle
SKU: 270015

~~\$49.00~~
\$39.00

1

\$39.00



Dr. Dish Custom Graphics Kit
Discount: Bundle
SKU: 180241

~~\$99.00~~
\$79.00

1

\$79.00



Dr. Dish Full Storage Cover
Discount: Bundle
SKU: 200193

~~\$199.00~~
\$149.00

1

\$149.00



Pay online

Total Discounts -\$1,580.00

Subtotal \$11,262.00

Shipping \$687.00

Tax \$1,154.36

TOTAL (USD) \$13,103.36

Thank you for shopping with us!

Airborne Athletics, Inc.
1701 WEST 94TH ST, SUITE 225, BLOOMINGTON, MN, 55431, United States

SHIPPING ADDRESS

Las Positas College
3000 Campus Hill Drive
Livermore CA 94551
United States
Tel. +15202603353

CUSTOMER

Las Positas College
3000 Campus Hill Drive
Livermore CA 94551
United States
Tel. +15202603353

PAYMENT

SHIPPING METHOD

Commercial LTL Delivery
(California)

ITEMS

PRICE

QTY

ITEM TOTAL



Dr. Dish Arc1
Discount: September Promo (No Trade In)
SKU: 290000

~~\$12,495.00~~
\$10,995.00

1

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Thank you for shopping with us!

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