

Measure C Phase II FF&E Request for 2011-2014

Division Name: Counseling Division

DIV	Request #	DEPT	Quantity	ITEM/S BEING REQUESTED	PURPOSE	UNIT COST	\$ TOTALS	YEAR
COUN	1	ISP	1	Scanner	Scan international student documents for Banner archive	\$5,300	\$ 5,300.00	11-12
COUN	2	ISP	1	Furniture - reception counter	Redesign of current counter to be ADA compliant and universal access.	\$4,000	\$ 4,000.00	11-12
COUN	3	ISP	1	Supplies Cabinet	Replacement of a broken cabinet	\$500	\$ 500.00	11-12
	4							11-12
	5						\$ -	11-12
	6						\$ -	11-12
	7						\$ -	11-12
					2011-2012 Total	N/A	\$ 9,800.00	
COUN	1	ISP	4	Computer	Replacement of current computers older than 5 years.	\$1,540	\$ 6,160.00	12-13
COUN	2	ISP	2	Printer	Replacement of current printers older than 5 years.	\$1,400	\$ 2,800.00	12-13
COUN	3	ISP	1	Fax machine	Replacement and upgrade of current fax machine	\$1,000	\$ 1,000.00	12-13
COUN	4	ISP	3	Furniture - Bookshelves	New and replacement. For student counseling, college catalogs for student use, display of international cultural items	\$300	\$ 900.00	12-13
COUN	5	ISP	1	Mac Pro Laptop	For video conferencing, graphic needs	\$2,300	\$ 2,300.00	12-13
	6						\$ -	12-13
	7						\$ -	12-13
					2012-2013 Total	N/A	\$ 13,160.00	
COUN	1	ISP	1	Dell Laptop	Replacement of current PC laptop for workshops, conferences, etc.	\$1,900	\$ 1,900.00	13-14
COUN	2	ISP	2	Furniture - file cabinets	For student files	\$600	\$ 1,200.00	13-14
COUN	3	ISP	2	Printer	Replacement of current printers	\$1,400	\$ 2,800.00	13-14
	4						\$ -	13-14
	5						\$ -	13-14
	6						\$ -	13-14

	7						\$	-	13-14
					2013-2014 Total	N/A	\$	5,900.00	

Summary:

2011-12 Total	\$	9,800.0
2012-13 Total	\$	13,160.0
2013-14 Total	\$	5,900.0

Total of
Requests \$ 28,860.00

NOTES:

Put the requests in order of importance to the division i.e. rank them
Please fill in the quantity & the unit cost. The "total" column will auto complete
The cells will expand to accommodate the amount of text you type