








Resource Request Process Checklist
CAPITAL EQUIPMENT
 SUBMISSION DEADLINE:
 4/14/2023
 4:00 PM






- Space Needs
- Personnel Needs
- Equipment Needs
- Operational Needs
- Technological Needs

Request Date	Equipment ID#	Requestor Name	Supervisor	Division	Department	Vendor/Item Description	Need by Date	Grand Total	Itemized Amount	Justification	Notes
4/14/2023	C301	K. Wiczorek	A. Lachance	Academic Affairs	Early Childhood Education	Video System Upgrade that links classrooms in Childcare Center with Edu Bldg classrooms 1103, 1104 and 1101	9/1/2023	\$15,000.00	\$15,000.00	 E:\Request for Purces Form\23-24	Annual Support & Upgrades: \$300.00 Implementation and Training: \$200.00
				Academic Affairs Total				\$15,000.00			

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4/14/2023	C302	Patricia Conklin	B. Mattingly	Arts & Sciences	Biology	1 Lot of Classroom anatomical models and supplies. See attached detailed itemized list by course names.	9/1/2023	\$11,425.53	\$11,425.53	 Adobe Acrobat Document	
4/14/2023	C303	G. Phelan	B. Mattingly	Arts & Sciences	Chemistry	Isothermal Calorimeter	9/1/2023	\$45,000.00	\$45,000.00	 E:\Request for urces Form\23-24	Mark Y. has approved up to \$45,000 from Capital Account to Assist in this Purchase
4/14/2023	C304	G. Phelan	B. Mattingly	Arts & Sciences	Chemistry	Lyophilizer	9/1/2023	\$19,847.75	\$19,847.75	 E:\Request for urces Form\23-24	
3/16/2023	C305	P. van der Veur	B. Mattingly	Arts & Sciences	Communication Studies	Six MixPre-6 II Essentials Field Recording Kits	8/15/2023	\$8,705.00	\$8,705.00	 E:\Request for urces Form\23-24	
4/14/2023	C306	G. Gleason	B. Mattingly	Arts & Sciences	Geology	Benchtop Muffle Furnace	9/1/2023	\$5,850.00	\$5,850.00	 E:\Request for urces Form\23-24	
4/14/2023	C307	G. Gleason	B. Mattingly	Arts & Sciences	Geology	Current Velocity Indicator	9/1/2023	\$1,200.00	\$1,200.00	 E:\Request for urces Form\23-24	
4/14/2023	C308	C. Guy	D. Armstead	Arts & Sciences	Physics	1. Vernier Motion Detectors and Clamps 2. Electrical Circuits Kits	9/23/2023	\$11,225.00	\$1,575.00 \$9650.00	 E:\Request for urces Form\23-24	
3/27/2023	C309	A. McLorn	M. Barnaby	Arts & Sciences	Art & Art History	Book Arts Lab Replacement Book Press	8/25/2023	\$4,905.00	\$4,905.00	 E:\Request for urces Form\23-24	
3/30/2023	C310	A. McLorn	M. Barnaby	Arts & Sciences	Art & Art History	Ceramics Studio Dust Collector with HEPA Filter Replacement	7/5/2023	\$681.00	\$681.00	 E:\Request for urces Form\23-24	per Facilities recommendation

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				Arts & Sciences Total				\$108,839.28			

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4/5/2023	C311	M. Brubaker	M. Yacavone	Finance & Management	Environmental Health and Safety	Ten (10) AED Units/Defibrillator Pads	7/15/2023	\$18,200.00	\$16400.00 \$1800.00	 E:\Request for urces Form\23-24	\$16,400.00: Defibrillator Pads/AED units \$1800.00: Ongoing equipment service
3/27/2023	C312	D. Dryja	M. Yacavone	Finance & Management	FOS	Tow behind high pressure sewer jetter	8/1/2023	\$15,000.00	\$15,000.00	 E:\Request for urces Form\23-24	
3/27/2023	C313	D. Dryja	M. Yacavone	Finance & Management	FOS	2023 John Deere Gator - Base Model	8/1/2023	\$12,000.00	\$12,000.00	 E:\Request for urces Form\23-24	
3/27/2023	C314	D. Dryja	M. Yacavone	Finance & Management	FOS	Custodial Floor Scrubber	8/1/2023	\$10,000.00	\$10,000.00	 E:\Request for urces Form\23-24	
3/27/2023	C315	D. Dryja	M. Yacavone	Finance & Management	FOS	Two (2) Grounds Tractors (trade in two current tractors)	8/1/2023	\$10,000.00	\$10,000.00	 E:\Request for urces Form\23-24	
3/27/2023	C316	D. Dryja	M. Yacavone	Finance & Management	FOS	2023 Western 9' salt spreader for the main plow truck	8/1/2023	\$10,000.00	\$10,000.00	 E:\Request for urces Form\23-24	
				Finance & Management Total				\$75,200.00			

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4/14/2023	C317	A. Blanton	J. Cottone	Professional Studies	Communication Disorders and Sciences	1. TELEPAK Camera Head 2. Grid communication app 3. Touch chat communication app 4. Predictable Typing communication app 5. Proloquo4Text communication app	8/21/2023	\$7,395.57	1. \$6,415.61 2. \$399.99 3. \$299.99 4. \$159.99 5. \$119.99	 E:\Request for Resources Form\23-24	
3/31/2023	C318	K. Polasek	J. Cottone	Professional Studies	Kinesiology	SphygmoCor XCEL PWA/PWV	9/1/2023	\$26,200.00	\$26,200.00	 E:\Request for Resources Form\23-24	
4/13/2023	C320	K. Polasek	J. Cottone	Professional Studies	Kinesiology	Rogue Echo Bumper Plates	9/1/2023	\$980.00	\$980.00	 E:\Request for Resources Form\23-24	
4/13/2023	C321	K. Polasek	J. Cottone	Professional Studies	Kinesiology	Vertec Vertical Jump	9/1/2023	\$829.00	\$829.00	 E:\Request for Resources Form\23-24	
4/14/2023	C322	K. Polasek	J. Cottone	Professional Studies	Kinesiology	1. Digital Stethoscope (3) 2. Skeleton 3. Shoulder Dislocation Simulator 4. Rectal Examination Model (2) 5. Reusable Otoscope Ear Specula (30)	9/1/2023	\$11,550.00	1. \$1,400.00 2. \$350.00 3. \$3,200.00 4. \$6,400.00 5. \$200.00	 E:\Request for Resources Form\23-24	These purchases will allow the department to maintain compliance with Accreditation
				Professional Studies Total				\$46,954.57			

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6/7/2023	C323	Mike Urtz/Kristi Hughston	Greg Sharer	Student Affairs	Athletics	D000856 - Red Field Scoreboard Replacement Contract Encumbrance		\$159,804.00	\$159,804	email - Mark Y.	60% of the contract charged to Athletics 901210 and 40% charged to Capital Equipment
				Student Affairs Total				\$159,804.00			
Grand Total								<u>\$405,797.85</u>			