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COMPLETE

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Page 1: Facilities Request Form

Q1

Contact Person:

Name **Ignacio Castaneda Garcia**
Email Address **ignacio.garcia@gcccd.edu**

Q2

Department:

Automotive and Electronics

Q3

Title of Request:

2 Outdoor Enclosed Bulletin Boards

Q4

Location of Request:

K Building Hallway and Sink Area

Q5

Description of Request:When making your request, please be as specific as possible and include information such as make, model, manufacturer, color, quantity, etc.

Need 2 enclosed outdoor bulletins to be mounted in K building. One of them in the hallway near K-117. The other in near the sinks by the entrance to the laboratory area.

Q6

Estimated Cost:

1500?

Q7

Please attach quote, if available

K%20Building%20bulletin%20board.docx (142.8KB)

Q8

Department budget support the costs as listed above

Total Cost of Ownership:check all that apply

Q9

Please explain your plan to maintain this request:

Regular maintenance.

Q10

Justification of Request:Please select the applicable criteria below and provide the details how the criteria relate to your request.

Support College Mission/Strategic Plan,

Growth of department/work area,

Demonstrate need for continuous quality improvement of department/work area

,

Provided details::

We would like 2 enclosed bulletin boards similar to the ones in the F building. This will allow us to post important announcements for the students.
