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COMPLETE

**Collector:** Web Link 1 (Web Link)  
**Started:** Wednesday, January 25, 2023 11:11:28 AM  
**Last Modified:** Wednesday, January 25, 2023 11:15:39 AM  
**Time Spent:** 00:04:11  
**IP Address:** 160.227.129.167

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Page 1: Facilities Request Form

**Q1**

Contact Person:

Name	Nicole Hernandez
Email Address	nicole.hernandez@gcccd.edu

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**Q2**

Department:

Child Development

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**Q3**

Title of Request:

Desk Switch

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**Q4**

Location of Request:

E-229 and R-111

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**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.

Remove current desks in E-229 and replace them with desks in R-111.

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**Q6**

Estimated Cost:

0

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**Q7**

Respondent skipped this question

Please attach quote, if available

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**Q8**

Respondent skipped this question

Total Cost of Ownership:check all that apply

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**Q9**

Please explain your plan to maintain this request:

Furniture will not need to be maintained.

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**Q10**

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

**Growth of department/work area,**

**Demonstrate need for continuous quality improvement of department/work area**

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Provided details::

R-111 will be used as a "mini lab" for Child Development. The desks that are currently in that classroom do not allow us the space to provide students with a lab experience. The desks that are currently in E-229 do not allow us to set up for presentations and use the floor space if needed.

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