

DASB FINANCE COMMITTEE AGENDA ITEM

This form must be submitted to Student Accounts **NO LATER** than 4:30 PM on the Tuesday (subject to change) before the meeting in which you wish the item to appear. It **MUST** be filled out completely (all pages), or your request may be postponed or denied. Attach additional sheets if necessary.

Clubs should fill out the "ICC/Club Budget Request" form for all requests.

NOTE: The Finance Committee does not meet during the first week of the quarter, dead and finals weeks or breaks.

RECEIVED

JAN 28 2020

DE ANZA COLLEGE
STUDENT ACCOUNTS

Please submit the original and one (1) copy of this form and any attachment(s) for a total of two (2) sets.

Name: Sofi Tofte Signature & Date: [Signature] 01/27/20
 Phone: 8414 E-mail: tofte.sofi.angelica@fnca.edu

Group or department you are representing: Flea Market / OCL

You are required to attend the DASB Finance Committee meeting, Monday at 3:30 PM (subject to change), to answer any questions for items 1 and 2 below and possibly item 3 as well if determined by the Chair of Finance.

Request to be on the Finance Committee Agenda For: (check one)

1. **GENERAL ITEM (Includes Budget Transfers):**
 Summary of item: (REQUIRED, use additional sheets if necessary) _____

2. **NEW OR ADDITIONAL FUNDING: Total Requested Amount \$** 1,500
Complete the next two pages as well when requesting new or additional funding. Attach additional sheets if necessary. Also attach additional details and event/program descriptions. Incomplete applications will not be accepted.

3. **OBJECT CODE/LINE ITEM TRANSFER** (Only Page 1 Required; must attend Finance Committee meeting only if contacted):

Account Name: _____
 Account Number: _____

From Object Code:	To Object Code:	Requested Amount \$	DASB Use only Approved Amount \$
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Reason for Transfer: (REQUIRED, use additional sheets if necessary) _____

The Budgeter and Administrator cannot be the same person.

Sofi Tofte Budgeter's Name (PRINT) [Signature] Budgeter's Signature 8414 Phone Number tofte.sofi.angelica@fnca.edu E-mail

 Administrator's Name (PRINT) Administrators Signature Phone Number E-mail

Action Taken (office use only)

Transfer Approved and Forwarded to Student Accounts on _____ Date _____ Transfer Denied

 DASB Chair of Finance Date DASB Advisor Date

The DASB Finance Code and the DASB Budget Stipulations must be adhered to at all times.
 They are available at <http://www.deanza.edu/dasb/budget/>

NEW OR ADDITIONAL FUNDING REQUESTS

- 1. Program (Account) Name: Flea Market
2. Have you previously received DASB funding for this program? No [] Yes [X] DASB Account Number: 41-55120 Year Funded:
3. If yes, amount previously requested for current account \$ 175,141
4. If yes, total amount previously allocated current account \$ 154,256
5. How long has this program existed? 30 years
6. Number of students directly served or involved in this program:

Please ACCURATELY and THOROUGHLY complete numbers 8 - 11 and use additional sheets if necessary.

7. List ALL other accounts and/or sources of income (list ALL Account Numbers, Account Names, Account Balances and Account Purposes/Restrictions) also list ALL Co-Sponsorships for the Program; include anticipated future sources and co-sponsorships. Accounts and amounts will be verified. Failure to disclose ANY and ALL non-DASB Funding Sources will result in the immediate disqualification of your request and/or the freezing of your DASB Account if already approved.

- B Budget Accounts:
Trust Accounts:
Fund 15 Accounts:
FHDA Foundation Accounts:
Grant Funded Accounts:
Other District Accounts:
Off-Campus/Off-District Accounts:
On-Campus Co-Sponsorships:
Off-Campus Co-Sponsorships:

8. Give a brief description of the program/services to be provided and how they fulfill the mission of the college. How will these funds benefit present and future students? All Flea Market proceeds go to the DASB funds. This laptop will be used in the information Booth - the more vendors we can assist -> more revenue to DASB.

9. How do you use other funding to support your program?

10. What would be the impact if DASB did not completely fund this request? We can't purchase the laptop which means we will not be able to assist the Flea Market vendors.

11. How have you been meeting or how do you plan to meet the budget stipulation of requiring that all students benefiting from DASB funds allocated to you have paid the \$10 DA Student Body Fee and are DASB Members (DASB Budget Stipulation # 1)?

12. Total amount being requested \$ 1,500
(You must also complete the object code information on the next page)

Signatures that are needed for requesting funds

All financial documents, forms, requests/requisitions require the signature of the budgeter(s) and the administrator responsible for the program of the account. The budgeter and administrator responsible for the program of the account shall sign designating this is an appropriate expenditure of DASB funds and in the best interest of the student body. Administrators are responsible for any expenditures exceeding budget allocations. The Budgeter and Administrator cannot be the same person.

The DASB Finance Code and the DASB Budget Stipulations must be adhered to at all times. They are available at http://www.deanza.edu/dasb/budget/

DASB Object Code/Line Item Information


* Fill out only applicable object codes. *

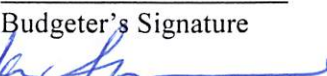
Object Code Name and Number	Description of Expenses (Please itemize all your expenses, BE SPECIFIC)	Requested Amount (round up to the next whole dollar)	DASB Use Only Approved Amount
Student Payroll – 2310 Include hours to be worked x pay rate MUST ALSO COMPLETE BENEFITS – 3200			
Benefits – 3200 (1.52 % for Student Employees) MUST BE COMPLETED WHEN REQUESTING PAYROLL			
Supplies – 4010 (Office supplies or as specified in request or stipulations)			
Banners – 4013 (Reusable banners that will last multiple years)			
Food/Refreshments – 4015 (Must adhere to district Administrative Procedure 6331, http://www.boarddocs.com/ca/thda/Board.nsf/goto?open&id=AKVUKX7C7F98)			
Printing – 4060 (flyers, posters, programs, forms, etc.)			
Technical & Professional Services – 5214 (Consultants/Guest Speakers/Entertainment) maximum \$1,200 per speaker per event maximum \$1,800 per performance			
Capital – 6420	New laptop	1,500	
Grand Total		\$1,500	

No deficit spending will be allowed and all accounts shall be held to line item amounts. Funds allocated to a program must be used for the purpose stated in the original request and stay with that program and cannot be used for or allocated/donated to other programs without DASB Senate approval.

A budgeter's and an administrator's signature are required before this form will be considered.

The Budgeter and Administrator cannot be the same person.

Sofi Toffe  8414 toffesofiangenica@fhda.edu
 Budgeter's Name (PRINT) Budgeter's Signature Phone Number E-mail

Hyon Chw Yi Balafo  8239 yibalak@fhda.edu
 Administrator's Name (PRINT) Administrators Signature Phone Number E-mail

The DASB Finance Code and the DASB Budget Stipulations must be adhered to at all times.
They are available at <http://www.deanza.edu/dasb/budget/>



A quote for your consideration.

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your **Premier page**, or, if you do not have Premier, use this **Quote to Order**.

Quote No.	3000054235946.1	Sales Rep	Samantha Garza
Total	\$41,884.34	Phone	(800) 456-3355, 5139449
Customer #	90008189	Email	Samantha_Garza@Dell.com
Quoted On	Jan. 22, 2020	Billing To	ACCOUNTS PAYABLE
Expires by	Feb. 21, 2020		FOOTHILL-DE ANZA COMM COL DI
Deal ID	18784947		ST
			12345 S EL MONTE RD
			LOS ALTOS HILLS, CA 94022-4598

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,
Samantha Garza

Shipping Group

Shipping To	Shipping Method
JOHN VANDERCOOK FOOTHILL-DE ANZA COMM COL DIST 12345 EL MONTE RD CS/ETS/FHTS D170 DISTRICT SHIPPING & RCVNG LOS ALTOS HILLS, CA 94022 (650) 949-7018	Standard Delivery

Product	Unit Price	Qty	Subtotal
OptiPlex 7470 AIO MLK	\$1,295.00	15	\$19,425.00
Dell Latitude 5400	\$1,299.00	15	\$19,485.00

Subtotal:	\$38,910.00
Shipping:	\$0.00
Environmental Fee:	\$135.00
Non-Taxable Amount:	\$7,496.85
Taxable Amount:	\$31,548.15
Estimated Tax:	\$2,839.34

Total:	\$41,884.34
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Special lease pricing may be available for qualified customers and offers. Please contact your DFS Sales Representative for details.

Shipping Group Details

Shipping To	Shipping Method
JOHN VANDERCOOK FOOTHILL-DE ANZA COMM COL DIST 12345 EL MONTE RD CS/ETS/FHTS D170 DISTRICT SHIPPING & RCVNG LOS ALTOS HILLS, CA 94022 (650) 949-7018	Standard Delivery

OptiPlex 7470 AIO MLK	\$1,295.00	Qty 15	Subtotal \$19,425.00
Estimated delivery if purchased today: Feb. 25, 2020 Contract # WN03AGW Customer Agreement # MNWNC-108/7157034003			

Description	SKU	Unit Price	Qty	Subtotal
OptiPlex 7470 All-in-One XCTO	210-ASEV	-	15	-
Intel Core i7-9700 (8 Cores/12MB/8T/3.0GHz to 4.7GHz/65W); supports Windows 10/Linux	338-BRTC	-	15	-
Win 10 Pro 64 English, French, Spanish	619-AHKN	-	15	-
No AutoPilot	340-CKSZ	-	15	-
Microsoft(R) Office 30 Days Trial	658-BCSB	-	15	-
16GB 2X8GB DDR4 2666MHz Non-ECC	370-ADZN	-	15	-
M.2 512GB PCIe NVMe Class 35 Solid State Drive	400-BEYD	-	15	-
Thermal Pad	412-AALV	-	15	-
Screw for M.2 SATA SSD	773-BBBJ	-	15	-
No Additional Hard Drive	401-AADF	-	15	-
NO RAID	817-BBBN	-	15	-
Intel Integrated Graphics, Dell OptiPlex	490-BBFG	-	15	-
7470 AIO 23.8" FHD 1920x1080 IPS Non-Touch Anti-Glare, Camera, Integrated Graphics, Bronze PSU	329-BEJI	-	15	-
System Power Cord (Philippine/TH/US)	450-AAOJ	-	15	-
No Wireless LAN Card	555-BBFO	-	15	-
No Wireless Driver	340-AFMQ	-	15	-
OptiPlex All-in-One Height Adjustable Stand, 7470 All-in-One	575-BBRF	-	15	-
No Additional Cable Requested	379-BBCY	-	15	-
Black Dell KB216 Wired Multi-Media Keyboard English	580-ADJC	-	15	-
Black Dell MS116 Wired Mouse	275-BBBW	-	15	-
No Cable Cover	325-BCZQ	-	15	-
Not selected in this configuration	817-BBBC	-	15	-
SupportAssist	525-BBCL	-	15	-
Dell(TM) Digital Delivery Cirrus Client	640-BBLW	-	15	-

Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps)	658-BBMR	-	15	-
Waves Maxx Audio	658-BBRB	-	15	-
Software for OptiPlex 7470/7770 AIO	658-BEHG	-	15	-
Dell SupportAssist OS Recovery Tool	658-BEOK	-	15	-
OS-Windows Media Not Included	620-AALW	-	15	-
ENERGY STAR Qualified	387-BBLW	-	15	-
Safety/Environment and Regulatory Guide (English/French Multi-language)	340-AGIK	-	15	-
Setup and feature guide for 7470AIO	340-CMLL	-	15	-
US Order	332-1286	-	15	-
No UPC Label	389-BCGW	-	15	-
TPM Enabled	329-BBJL	-	15	-
Package MOD for DAO Fixed/HAS config or no stand config	340-CEJU	-	15	-
Shipping Label for DAO	389-BBUU	-	15	-
FCC Declaration of Conformity Label	389-DPBE	-	15	-
MOD.LBL,REG,FSJ,GS,7470	389-DPYO	-	15	-
No Intel Rapid Start or Smart Connect	409-BBCF	-	15	-
Intel Core i7 Label for Vpro	389-DQKQ	-	15	-
Desktop BTO Standard shipment	800-BBIO	-	15	-
Intel vPro Technology Enabled	631-ACCX	-	15	-
Non-Touch LCD, Dell OptiPlex AIO	391-BBDM	-	15	-
No Dell Backup and Recovery software	637-AAAM	-	15	-
Custom Configuration	817-BBBB	-	15	-
No Anti-Virus Software	650-AAAM	-	15	-
No External ODD	429-ABGY	-	15	-
No Optane	400-BFPO	-	15	-
Intel Unite Software	658-BCXT	-	15	-
Dell Limited Hardware Warranty Plus Service	997-6870	-	15	-
ProSupport Plus: Accidental Damage Service, 3 Years	997-6939	-	15	-
ProSupport Plus: Keep Your Hard Drive, 3 Years	997-6949	-	15	-
ProSupport Plus: Next Business Day Onsite 3 Years	997-6959	-	15	-
ProSupport Plus: 7x24 Technical Support, 3 Years	997-6979	-	15	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit www.dell.com/contactdell or call 1-866-516-3115	997-8367	-	15	-
Asset Report	365-0843	-	15	-
System Box Asset Label	365-0538	-	15	-
			Qty	Subtotal
			15	\$19,485.00

\$1,299.00

Dell Latitude 5400
 Estimated delivery if purchased today:
 Feb. 12, 2020
 Contract # WN03AGW
 Customer Agreement # MNWNC-108/7157034003

Description	SKU	Unit Price	Qty	Subtotal
Latitude 5400 XCTO Base	210-ASJJ	-	15	-



8th Generation Intel Core i5-8365U Processor (4 Core,6MB Cache,1.6GHz,15W, vPro-Capable)	379-BDLC	-	15	-
Win 10 Pro 64 English, French, Spanish	619-AHKN	-	15	-
No AutoPilot	340-CKSZ	-	15	-
Microsoft(R) Office 30 Days Trial	658-BCSB	-	15	-
Intel Core i5-8365U Processor with Integrated Intel UHD 620 Graphics	338-BRMF	-	15	-
Intel vPro Technology Enabled	631-ACBI	-	15	-
16GB, 2x8GB, DDR4 Non-ECC	370-AECU	-	15	-
M.2 512GB PCIe NVMe Class 35 Solid State Drive	400-BDXP	-	15	-
14" FHD WVA (1920 x 1080) Anti-Glare Non-Touch, Camera & Mic, WLAN/WWAN Capable, Privacy Shutter	391-BEJG	-	15	-
Dual Pointing Backlit US English Keyboard	583-BFKP	-	15	-
No Mouse	570-AADK	-	15	-
Driver for Intel® Dual Band Wireless AC 9560 (802.11ac) 2x2 + Bluetooth 5.0	555-BEUN	-	15	-
Intel® Dual Band Wireless AC 9560 (802.11ac) 2x2 + Bluetooth 5.0	555-BEDV	-	15	-
No Mobile Broadband Card	556-BBCD	-	15	-
4 Cell 68Whr ExpressCharge™ Capable Battery	451-BCIP	-	15	-
65W AC Adapter, 7.4mm Barrel	492-BBXF	-	15	-
Dual Pointing, No Fingerprint and No SmartCard Reader, Displayport over Type-C	346-BFJW	-	15	-
Custom Configuration	817-BBBB	-	15	-
SupportAssist	525-BBCL	-	15	-
Dell(TM) Digital Delivery Cirrus Client	640-BBLW	-	15	-
Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps)	658-BBMR	-	15	-
Waves Maxx Audio	658-BBRB	-	15	-
Dell Developed Recovery Environment	658-BCUV	-	15	-
Dell Power Manager	658-BDVK	-	15	-
Dell Latitude 5400 SRV	658-BEGG	-	15	-
Regulatory Label, FCC	389-DPGZ	-	15	-
Direct ship Info Mod	340-AAPP	-	15	-
MIX SHIP Config (DAO/BCC)	340-CMDV	-	15	-
No Anti-Virus Software	650-AAAM	-	15	-
No Removable CD/DVD Drive	429-AATO	-	15	-
No Resource DVD / USB	430-XXYG	-	15	-
OS-Windows Media Not Included	620-AALW	-	15	-
8th Gen Intel Core i5 vPro processor label	389-CGJO	-	15	-
No Option Included	340-ACQQ	-	15	-
ENERGY STAR Qualified	387-BBNO	-	15	-
Latitude 5400 Quick Start Guide	340-CLYF	-	15	-
US Power Cord	450-AAEJ	-	15	-
BTO Standard Shipment (VS)	800-BBQK	-	15	-



Latitude 5400 bottom door	321-BEKW	-	15	-
No UPC Label	389-BCGW	-	15	-
US Order	332-1286	-	15	-
Safety/Environment and Regulatory Guide (English/French Multi-language)	340-AGIK	-	15	-
Dell Limited Hardware Warranty Extended Year(s)	975-3461	-	15	-
Dell Limited Hardware Warranty	997-8317	-	15	-
ProSupport Plus: Next Business Day Onsite, 1 Year	997-8366	-	15	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit www.dell.com/contactdell or call 1-866-516-3115	997-8367	-	15	-
ProSupport Plus: 7x24 Technical Support, 3 Years	997-8380	-	15	-
ProSupport Plus: Next Business Day Onsite, 2 Year Extended	997-8381	-	15	-
ProSupport Plus: Keep Your Hard Drive, 3 Years	997-8382	-	15	-
ProSupport Plus: Accidental Damage Service, 3 Years	997-8383	-	15	-
Asset Report	365-0843	-	15	-
System Box Asset Label	365-0538	-	15	-

Subtotal:	\$38,910.00
Shipping:	\$0.00
Environmental Fee:	\$135.00
Estimated Tax:	\$2,839.34
Total:	\$41,884.34

Important Notes

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at <http://www.dell.com/terms> or www.dell.com/oemterms); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringspecificterms.

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

^Dell Business Credit (DBC):

OFFER VARIES BY CREDITWORTHINESS AS DETERMINED BY LENDER. Offered by WebBank to Small and Medium Business customers with approved credit. Taxes, shipping and other charges are extra and vary. Minimum monthly payments are the greater of \$15 or 3% of account balance. Dell Business Credit is not offered to government or public entities, or business entities located and organized outside of the United States.