

## STUDENT TECHNOLOGY FEE REQUEST FORM

Form Updated: 9/05/17

Procedure for Submission:

1. Submitter must obtain required information from vendor(s). An official quote from the vendor must be attached. No website screen shots
2. This request must be reviewed, approved, and submitted by the requesting program's School Chair.
3. The School Chair may email this request to the Tech Fee Director. *Since some schools will have multiple requests, please rename request PDF files in the following format: Schoolname# (rank, 1 being the highest priority) example - SocialJustice1, SocialJustice2, etc. Please submit as one PDF file*

Dept. making request:	occupational therapy	Requesting Faculty:	Laura Schmelzer	Date Submitted:	2-28-2022
<b>IMPORTANT: Attach an official quote from the vendor.</b>					

List one item OR group (for use as a "package") per page.

Item Name	Vendor info. (name, address, Web site URL, phone #, email, etc.)	Part or Model #	Cost (each)	Qty	Total
Installation cost	Spieker General Contractors				1200.00
Course(s) where item(s) will be used	Models of Practice Courses in the Occupational Therapy Doctorate Program	Expected life of product (years)	10+	# Students Impacted per Year	40
Location equipment or software will be used/stored	Occupational therapy labs	Will Tech Fee needed for annual renewal or maintenance? What is the annual cost?			
Provide a brief description of the technology requested*: Wall mounted treatment tables					
Briefly describe how the technology will be used (function)*: mat tables will be used to practice transferring patients, patient care techniques, musculoskeletal strength and range of motion practice, and patient assessments					
Provide a rationale that Tech Fee funds are appropriate for this request*: I submitted a request in the fall and did not realize we would need to outsource the installation of the wall mounted tables. Kyle helped me determine placement and worked with facilities to acquire the quote for installation.					

**\*Keep in mind that the committee members come from a variety of educational backgrounds and may not be familiar with department specific language. Please use concise, common terminology so that committee members reviewing this form will be able to fully understand the request.**

- If you are submitting a request for computers, printers, scanners or software, you must consult with College Computing and the technology staff, to acquire a quote and to make sure that this equipment/software is supported by UT and compatible with existing technology.



**SPIEKER**  
GENERAL CONTRACTORS

January 28, 2022

University of Toledo  
Plant Operations, Mail Stop 216  
2801 W. Bancroft St.

Attention: Mr. Chris Levicki

Reference: University of Toledo Main Campus  
**Wall Table Install**

Gentlemen:

The Spieker Company appreciates the opportunity to quote this project for you. The following is the labor and material pricing for the above referenced project:

**Wall Table Install** **Price \$1,200.00**

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- Room 2305: empty/remove/relocate within the building 4 upright utility cabinets and install folding wall table.
- Room 2100: install folding wall table between outlet and door.
- No M/E/P

Time & Material Breakdown

Labor	\$1,090.00
Material	\$ 100.00
Overhead & Profit	\$ 10.00

Please call if you have any questions or require any further information. Please advise if we are to proceed with any of the above quoted work.

Sincerely,

THE SPIEKER COMPANY

Matt Berg  
VP/Senior Project Manager