October 3, 2018

ARIZONA STATE UNIVERSITY

ADDENDUM 6

RFP 341902 Hazardous Materials Inventory Compliance and Data Management Software Suite

Please note the following answers to questions that were asked prior to the deadline for inquiries date of 09/28/18 at 3:00 P.M., MST.

Q1: How many Principal Investigators/Lab Groups does ASU have?
A1: We have approximately 2300 registered labs.

Q2: Response to Section V Specifications/Scope of Work (15 pages maximum)- Does the 15 pages include both the ASU Requirements and Vendor answers? If so, is one page considered one double-sided page or is each side considered one page?
A2: The 15 pages includes both the ASU requirements and Vendor answers. Each side is one-page. ASU is increasing the max pages from 15 to 30 pages per Addendum 5, A4.

Q3: 5.4.3 Radiological Safety; e) Laser Safety Management; Question: Please define management here. Do you aim to track hazardous laser inventory & authorized users, State Registrations, or something else?
A3: Yes, we would like to track our laser inventory, authorized users, and registrations.

Q4: Dosimetry Management; Question: Who is your current dosimetry vendor?
A4: Global.

Q5: 5.4.4 Laboratory Safety and Management; f) Equipment Inspection and Management
- Fume hoods
- Emergency showers and eye washes
- Specialized Equipment
Question: Regarding "specialized Equipment, does this mean non-standard/novel equipment? Please provide examples of specialized equipment.
A5: Specialized equipment may include, autoclaves, biosafety cabinets, centrifuges, -80 freezers, or other similar items that the proposed database can accommodate.

Q6: 5.4.5 Biological Safety e-Institutional Biosafety Committee (IBC) disclosure information;
Question: What is ASU looking for with disclosure information?
A6: Ideally, the program should be able to interface with the software used by KED (Knowledge Enterprise Development [Research]) to manage the IBC disclosures. If needed, EHS staff would enter pertinent IBC information—such as the following fields for biological research: name of investigator, emergency contacts, agent name, agent biosafety level, buildings and room numbers where the agents are used, biological equipment, and so on—into the program. The program would need to be able to run various reports depending on the information in the system.
Q7: 5.4.6 Fire Safety; a) Fire Marshal Compliance and Safety Inspections; Question: Is the fire marshal an ASU position or is this external? If external, does ASU want their inspections tracked? Would ASU do inspections in a system like said vendor?
A7: The Fire Marshal is an ASU internal position and acts as the State Fire Marshall for all compliance inspections and ASU Construction Projects.

Q8: f) Fire Drill Tracking; Question: Is this referring to a scheduled inspection? A building requirement?
A8: Tracking scheduled safety and code compliance inspections and required building fire drills as needed.

Q9: 5.4.7 Miscellaneous; a) The ability to create additional inventory catalogs allowing the individual tracking and ID marking (barcode, RFID) to be used to track and identify specialized pieces of equipment (Biosafety cabinets, incubators, autoclaves, fire extinguishers, generators, etc.); biological agents; as well as other specialty items is a desired benefit. Question: Please explain what 'additional inventory' means. Does this mean just being able to label equipment?
A9: We are interesting in the ability of the database to inventory, label (barcode or RFID) and identify equipment that has a specialized, regulated, or possibly restricted or controlled use. The related information could include, depending on the type of equipment, manufacturer, size, certification or registration information, run history, permit numbers, location, responsible person/department, user restrictions, etc.

Please remember that Proposals are to be mailed or delivered to Arizona State University Purchasing and Business Services 1551 S. Rural Rd. Tempe, AZ 85281, no later than 3:00 P.M., MST, 10/19/18.

If you have any questions regarding this notice, please contact me at 480-965-3849 or Lorenzo.Espinoza@asu.edu. You may also find RFP 341901 and any updates at http://www.asu.edu/purchasing/bids/index.html