

**NOTICE TO CONSULTANTS
REQUEST FOR PROFESSIONAL SERVICES QUALIFICATIONS
AD NO. 62, ADDENDUM NO. 1**

Questions Received for Ad #62 on website (12/24/2007)

<http://www.honolulu.gov/pur/labinfomgtsys.pdf>

(1) Prepare a detailed RFP for a Laboratory Information Management System (LIMS) application for ENV's Wastewater Labs, (2) facilitation and coordination of the proposal/vendor selection process, and (3) coordination with lab personnel and selected vendor for a successful implementation.

1. I noticed the RFP stated “. . .Wastewater Labs . . .” How many labs will be involved?

We have one major Compliance Laboratory (in one building on one floor), which encompasses:

- A Wet Chemistry Laboratory
- An Instrumentation Laboratory
- A Microbiology Laboratory
- An Aquatic Laboratory (WET testing)
- A QA/QC Group
- An Oceanographic Team

Aside from that major laboratory facility, we have three Process Control Laboratories at three other locations:

- Sand Island (located on the same premise as the main lab but not in the same building).
- Kailua
- Honouliuli
- (We might get another Process Control Laboratory at Laie)

(Kailua and Honouliuli process control labs are approximately 15-20 miles away from Sand Island's main lab. Laie is about 45 miles away.)

2. Will networking between labs be required? If so, is the infrastructure in place? Will this project require looking at computer hardware to support the LIMS, as well?

Infrastructure is in place. Kailua and Honouliuli have fiber optic city network connection. Sand Island has a microwave backbone and we are in the process of upgrading it to fiber optic as well. Laie is a wireless connection. They all are on the City network. The project will need to look at hardware requirements, but hardware purchases would be made separately. It would not be a part of the LIMS contract.

3. Is it your preference to hire a local consultant (on the island of Oahu)?

We do not believe there is any local consultant with the required LIMS knowledge. We are advertising via the web to find the most qualified consultant for this project.

4. How many staff in each Lab? How many LIMS users?

50 - the entire staff. The main lab will have about 44 users, and 2 per process control lab. Each lab staff member will be expected to in-put.

5. Are your labs NELAC accredited? Working in that direction? I take it the new LIMS will need to fully support NELAC?

Our labs are not currently NELAC accredited, however, the selected LIMS must support NELAC.

6. Is ENV looking at allowing read-only web access for lab customers to view results, reports, etc.?

Yes

7. What is your current LIMS?

Legacy which was built in-house (databases).

8. What is the preferred database platform? SQL Server? Oracle?

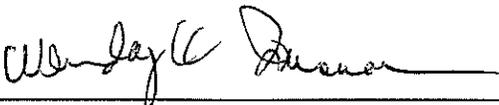
SQL Server or Oracle would both work.

9. What is ENV's main goals and drivers for obtaining the new LIMS? Better reporting? Paperless bench sheets? etc.

We have multiple goals, the above and external access to data.

10. What is ENV's desired schedule for LIMS selection and implementation?

The desired schedule is to hire a consultant via this advertisement prior to April/May 2008, develop the RFP together, advertise the RFP in August 2008, select the winning LIMS application and finalize a contract with them prior to April 2009, and implement according to the winning vendor's proposed timeline. Fiscal year funding drives the timeline.

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MARY PATRICIA WATERHOUSE, DIRECTOR
Department of Budget and Fiscal Services
By Order of MUFU HANNEMANN, MAYOR 
City and County of Honolulu