



Making a difference...together

Parks & Environmental Services  
625 Fisgard Street, PO Box 1000  
Victoria, BC, Canada V8W 2S6

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**CAPITAL REGIONAL DISTRICT  
LABORATORY INFORMATION MANAGEMENT SYSTEM  
EPRO2021-019  
ADDENDUM NO. 3**

TO ALL PROPONENTS:

This letter shall serve as confirmation that the revisions included herein as Addendum No. 3 shall form part of the Request for Proposals (RFP) Documents for RFP No. **EPRO2021-019**.

**ADDENDUM NO. 3**

Revise the RFP Documents as follows:

**Clarification 1:**

- 1. Does the CRD desire the chosen Vendor to import historical data into the new LIMS? If so, what are the database format/s and size/s?**

We are interested in potentially importing 1-5 years of historical data. One year of data is approximately 30,000 records. The database format is Microsoft SQL.

- 2. In addition to Microsoft PowerBI, are there any other systems to interface with?**

Integration with other systems is not included in phase 1 planning, however possible future interfacing could include Microsoft PowerBI, SCADA, Microsoft SQL database, please provide information on if this is possible with the system and approximate cost.

- 3. Is there a list of instruments CRD wishes to integrate with the LIMS? If so, uni-directional or bi-directional?**

As instrument integration is optional in this phase, please provide pricing breakdown for the following:

Instrument	Interface		Cost
	Bidirectional	Unidirectional	
Seal Analytical AQ400	x	x	
EasyPrep BOD	x	x	
Metrohm Titrande	x	x	
HACH DR6000		x	

- 4. Are there custom reports CRD would like delivered with the LIMS? If so, are examples available?**

Demo should include editing a canned report. If the proposed LIMS solution includes a canned, editable version similar to below, we do not need custom reports. If not, please provide pricing for a report in a design similar to the below image:

ENVS-441035438-6651



Everything in red would be dynamically generated, all the rest would be hard coded/text

CRD Lab Services Analytical Report Date: [MUNICIPALITY]

Report # [Auto generated by calendar date eg 2020-06-17-XXX]

Received: [Date Received]

Parameter	CODE	CRD Method	Reference Method	Criteria
Temperature (Field)	[TESTCODE]	N/A	N/A	BCDWPA
Total chlorine (Field)	[TESTCODE]	N/A	N/A	BCDWPA
Total coliforms	[TESTCODE]	WQ-SOP-Micro-CCA	ISO, SM	BCDWPA
E coli	[TESTCODE]	WQ-SOP-Micro-CCA	ISO, SM	BCDWPA
Turbidity	[TESTCODE]	WQ-SOP-Chem-Turb	SM	BCDWPA
Heterotrophic Plate count	[TESTCODE]	WQ-SOP-Micro-HPC7D	SM	BCDWPA

CRD Lab Services is accredited to ISO/IEC 17025:2017 for specific parameters on scopes of accreditation. Unless otherwise noted, procedures used are based upon recognized Provincial, Federal or US method compendia such as CCME, MDDELCC, EPA, APHA.

Interpretation and use of test results are the sole responsibility of the Client and are not within the scope of services provided by CRD Lab Services, unless otherwise specified.

\*\*\*\*\*THIS WOULD BE GENERATED BY DATABASE for these test codes only\*\*\*\*\*

Sample ID/description	Date sampled	Temp (field)	Cl2 (field)	Date analysed	TC	EC	Turbidity	HPC
[Sample ID]/[Sample description]	[Sample end Date]	[TESTCODE]	[TESTCODE]	[analysis Date]	[TESTCODE]	[TESTCODE]	[TESTCODE]	[TESTCODE]
Eg								
SAN-RO-01/Saanich Royal Oak	14 Jun 2020	14	1.43	15 Jun 2020	0	0	1.2	100
SAN-XX-01/Another Saanich locn	15 Jun 2020	12	1.02	15 Jun 2020	1	0	0.5	<10



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In addition, LIMS should provide ability to create EDD following the XML schema below, either as an editable canned report or a custom one, if custom, please provide pricing.

```

<?xml version="1.0" encoding="utf-8"?>
<xs:schema xmlns:xs="http://www.w3.org/2001/XMLSchema"
  targetNamespace="http://CRD.EQIS.SelfReportingEdd"
  xmlns="http://CRD.EQIS.SelfReportingEdd"
  elementFormDefault="qualified">
  <xs:element name="SelfReportingEdd" nillable="true" type="SelfReportingEdd" />
  <xs:complexType name="SelfReportingEdd">
    <xs:sequence>
      <xs:element nillable="true" name="UserData" maxOccurs="unbounded" minOccurs="0">
        <xs:complexType>
          <xs:all>
            <xs:element minOccurs="1" maxOccurs="1" type="xs:string" name="DataSource" />
            <xs:element nillable="true" minOccurs="0" maxOccurs="1" type="xs:string" name="CrdId" />
            <xs:element minOccurs="1" maxOccurs="1" type="xs:string" name="SampleType" />
            <xs:element minOccurs="1" maxOccurs="1" type="xs:string" name="LabSampleId" />
            <xs:element nillable="true" minOccurs="0" maxOccurs="1" type="xs:string" name="Station" />
            <xs:element minOccurs="1" maxOccurs="1" type="xs:string" name="DateTimeSampled" />
            <xs:element nillable="true" minOccurs="0" maxOccurs="1" type="xs:string" name="QualityControl" />
            <xs:element minOccurs="1" maxOccurs="1" type="xs:string" name="Parameter" />
            <xs:element minOccurs="1" maxOccurs="1" type="xs:string" name="ResultState" />
            <xs:element nillable="true" minOccurs="0" maxOccurs="1" type="xs:string" name="ValueQualifier" />
            <xs:element nillable="true" minOccurs="0" maxOccurs="1" type="xs:decimal" name="Value" />
            <xs:element minOccurs="1" maxOccurs="1" type="xs:string" name="Unit" />
            <xs:element nillable="true" minOccurs="0" maxOccurs="1" type="xs:string" name="ResultComment" />
            <xs:element minOccurs="1" maxOccurs="1" type="xs:string" name="AnalyticalMethod" />
            <xs:element minOccurs="1" maxOccurs="1" type="xs:string" name="PrimaryLab" />
            <xs:element nillable="true" minOccurs="0" maxOccurs="1" type="xs:string" name="SecondaryLab" />
            <xs:element minOccurs="1" maxOccurs="1" type="xs:decimal" name="DetectionLimit" />
            <xs:element minOccurs="1" maxOccurs="1" type="xs:string" name="DateTimeAnalyzed" />
            <xs:element nillable="true" minOccurs="0" maxOccurs="1" type="xs:string" name="ParameterCertification" />
            <xs:element nillable="true" minOccurs="0" maxOccurs="1" type="xs:string" name="SampleComment" />
            <xs:element minOccurs="1" maxOccurs="1" type="xs:string" name="ReportNumber" />
            <xs:element minOccurs="1" maxOccurs="1" type="xs:string" name="ProjectCode" />
            <xs:element minOccurs="1" maxOccurs="1" type="xs:string" name="DateTimeReceived" />
            <xs:element nillable="true" minOccurs="0" maxOccurs="1" type="xs:string" name="Attention" />
            <xs:element nillable="true" minOccurs="0" maxOccurs="1" type="xs:string" name="Comments" />
            <xs:element minOccurs="1" maxOccurs="1" type="xs:string" name="CrdqaStatus" />
          </xs:all>
        </xs:complexType>
      </xs:element>
    </xs:sequence>
  </xs:complexType>
</xs:schema>

```

**Clarification 2:**

- 1. Would you be able to provide to us these numbers of full user license and read only user license?**

To start, we would be interested in 4 read/write and 1-2 read only. Please provide pricing per license of each type.

- 2. We are also interested in the number of unique instruments that need to be interfaced to the LIMS. "Unique" means that if there are 2+ of the same make, model, and version, it would be counted as one.**



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As instrument integration is optional in this phase, please provide pricing breakdown for the following:

Instrument	Interface		Cost
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EasyPrep BOD	x	x	
Metrohm Titrand	x	x	
HACH DR6000		x	

3. Do you also have an idea of how many methods you support and do those methods require QC batches? Also do you use bench sheets for your QC batches.

The lab supports 28 methods, with QC batches/samples integrated into the bench sheets. We need to be able to link QC to an analytical run.

4. With your existing data, does that require migration into the new system?

We are interested in potentially importing 1-5 years of historical data.

**Clarification 3:**

1. Could you also clarify timing? As we commit team members we want to forecast availability for this project and make sure those who we commit to this project will be available when the contract is awarded.

Ideally we would like this project completed in 2021 or Q1 2022.



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**All Proponents shall acknowledge receipt and acceptance of this Addendum No. 3 by signing and dating in the spaces provided below and submitting the signed Addendum with the Proposal. Proposals submitted without this Addendum may be considered incomplete.**

Yours truly,

Jennifer Blaney  
Manager, Laboratory Services

Aug 09, 2021

\_\_\_\_\_  
PROPONENT - Please print name

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

RFP No. EPRO2021-019