



UNIVERSITY  
OF KENTUCKY

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Purchasing Division

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Request for Information

UKRFI-0018-23

Information Due Date – 11/10/2022

**Laboratory Inventory Management  
Software Solution**



# UNIVERSITY OF KENTUCKY Purchasing Division

## **REQUEST FOR INFORMATION (RFI)** **UKRFI-0018-23** **Laboratory Inventory Management Software Solution** **ISSUED: 10/27/2022**

### **1. Introduction**

This Request for Information (RFI) is being issued for the University of Kentucky HealthCare Enterprise Laboratory Services to obtain proposals from qualified, experienced, financially sound, and responsible businesses that can provide a software solution to advance laboratory inventory systems.

### **2. Purpose of Request for Information (RFI)**

This RFI is issued as a means of information gathering and will be used for planning purposes only. It should not be construed as a solicitation, a means of pre-qualifying vendors, or as an obligation on the part of the University to proceed with a Laboratory Inventory Management Software Solution.

Based upon the number of responses and the information provided by the respondents, the University may, at its discretion, invite one or more firms to make a presentation. Not responding to this RFI does not preclude participation in any future Request for Proposal (RFP), if any is issued.

Following the review of the responses to the RFI and any presentations, the University will analyze the information received and determine whether a Laboratory Inventory Management Software Solution is in the best interests of the University. If determined to be so, the University will issue an RFP to select a vendor for purposes of negotiating an agreement.

### **3. University's Laboratory Inventory Tracking Tool Status**

Laboratory Services currently manually tracks the inventory of laboratory consumables. To ensure Laboratory Services are using the most robust monitoring system with advanced technology to meet our enterprise's growing needs, we are issuing this RFI to understand the current capabilities of the market solutions.

**4. Instructions for Respondents**

Respondents are requested to submit one (1) electronic copy on a thumb drive and one (1) written copy of Respondent's entire response.

Responses may be submitted in person, by U.S. mail, or by express delivery service to:

Mrs. Joyce French  
Category Specialist  
University of Kentucky  
Purchasing Department  
322 Peterson Service Bldg.  
411 South Limestone  
Lexington, Kentucky 40506-0005.

The deadline for the submittal of responses is **11/10/2022 at 3:00 P.M.** Lexington, KY time. Respondents may submit their responses at any time prior to the above stated deadline. Electronic submission is not accepted.

Responses should be prepared simply and economically, providing a straightforward, concise description of the Respondent's capability to satisfy the requirements of the RFI. Special bindings, color displays, promotional materials, etc. are not desired. Legibility, clarity and succinctness are essential.

**5. RFI Schedule**

Issue Date ..... 10/27/2022  
Due Date and Time ..... 11/10/2022  
Presentation Date, if requested ..... week of 11/14/2022

**6. Response Format**

The following list specifies the items to be addressed in the response. Please provide information on your product offerings for each of the items included below.

**SOLUTION OVERVIEW**

- Clinical Laboratory Requirements
  - Notification of low inventory
  - Scanning of inventory when putting new stock in and when taking stock out via barcodes or RTLS
  - Alerts and notifications (excluding mobile notifications, which are not required)

- Specific lab needs
  - Par levels
  - Lot to Lot correlation
  - Lot sequestering
- Reports and dashboards
  - Price per item and summarization/reports
  - Basic and advanced reporting capabilities
  - Customizable reporting capabilities
- Regulatory compliance
  - Laboratory regulatory compliance (CAP, AABB, etc.)
- Devices/materials provided by vendor
  - Hand-held devices
  - Consumption pads
- Ability to integrate with other applications including SAP
- Ability to input “uses” per bottle/kit to reduce as consumed vs whole box/cartridge consumption
- Ability to utilize 3rd party vendor mapping bar codes/QR codes to print onto RFID labels
- Clinical laboratory specific without excessive customization/engineering to achieve regulatory best use
- Ability to support multiple inventories and cost centers
- Security and Technology Requirements
  - Role-based security
  - Overview of technology and security architecture

## **7. Status of Presentation Materials**

All materials included with the presentation become the property of the University of Kentucky. Firms assume responsibility for all expenses incurred in connection with the preparation of the response and any presentation if invited. Information provided by firms is not considered an offer and firms are not contractually bound by any information submitted prior to an agreement with the University. Likewise, the University is under no obligation by this RFI and reserves the right to issue a Request for Proposal or elect not to proceed with an RFP.