

Attachment 9: Vendor Questionnaire for Gas Detection Systems

COLUMBIA UNIVERSITY

Environmental Health & Safety

Vendor Questionnaire for Gas Detection Systems

Purchasing:

- What services will the vendor provide including but not limited to, installation and maintenance?
- Which Columbia University entity will be responsible for the procurement of the detectors?
- Is there an associated liability with the installation and maintenance of the gas detection system?
- Will the vendor provide a [Certificate of Liability Insurance](#) listing Columbia University as additionally insured?
- Is a service agreement and/or contract available or currently in place with the University?
- What is the detailed scope of the service(s)? Can the vendor generate a quote for the service?
- Will the vendor provide available professional references and/or proof of accreditation in alignment with the Columbia University goals for goods and services?

Safety:

- What type of gas detectors are available based on the types of gases used? Some examples are flammable, toxic, corrosive, and reactive gases.
- How does the detection system go into alarm mode (visual indicators and/or audio indicators) and what is the alarm threshold concentration for the gas?
- What is the gas detection range and what are the display units (e.g., percentage by volume, ppm?)
- Is the system equipped with an automatic shut-off mechanism if the gas concentration exceeds a certain threshold?
- What is the procedure for reacting to an active alarm, and which entities would respond?

Operation:

- What is the overall lifespan of the detection system?
- How is the detection and alarm system powered (e.g., by electrical outlet, batteries?) Is there a back-up power supply? Who is responsible for periodically checking the functionality of the alarm (to ensure batteries are functioning?)
- How often are the detectors calibrated and by what means?
 - Does the user or the vendor perform the calibration?
 - What are the steps involved in the calibration process?
 - Are there additional services offered by the manufacturer?
- Does the manufacture provide training on how to operate the detectors, including disengaging an active alarm?
- What potential interferences may influence the functioning of the monitoring/detection system including, but not limited to room humidity, temperature, and/or the presence of other gases?

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- Can the detector(s) be strategically placed in the lab in proximity to gas cylinders/manifold to account for and service the entire room? If not possible by a single detector, can multiple detector units be employed? If so, what are the recommended distances from the source?
- What type of mounting/installation equipment is needed? Is the installation provided by the vendor?
- Are there hazard or regulatory signage requirements for the monitoring system and detectors, based on their operational aspects?