



Research is your life's work. Relocating it safely is ours.

When you're relocating your laboratory, every move you make is critical. Healthcare Building Solutions (HBS) has managed laboratory relocations for a variety of organizations — from university grant-funded lab facilities to GMP R&D facilities and accredited laboratories to regulated pharmaceutical companies.

A typical laboratory relocation can take four to six months of planning, by engaging HBS to manage your move, your laboratory personnel can focus on their research while HBS's experts will manage the many business and logistical needs specific to the move.

No matter what the laboratory's size or scope, HBS can ease the burden and logistical challenges and minimize disruption to the laboratory's primary mission.

TIPS FOR LAB RELOCATION SUCCESS

Research laboratory relocation is part of doing business in universities, life sciences, biotech and pharmaceutical industries. Whether you are expanding into a new space, renovating, moving operations, consolidating laboratories, or decommissioning a facility, laboratory cleanout and relocation can be complicated and costly.

Clear direction is essential to ensure the smooth running of lab relocations. With extensive experience in lab relocations, HBS understands both the scientific and business needs in crafting an efficient and cost-effective lab relocation.

When undertaking major laboratory relocation proper planning can make the difference between a successful move and a disaster. Laboratory relocation is never routine. No two laboratories are alike, and they all have specific challenges which should be approached with care when attempting relocation.

We have included helpful insights HBS has gained over years of managing major laboratory relocations:

#1 Identify Your Internal Team:

The first step is to determine who will be involved with the move. It is important to involve all staff in the move process, but utilizing key persons within your organization to act as move captains can be helpful, particularly if you have a larger staff. Begin by meeting with your move committee and determine key dates in the move process to disseminate to the remainder of the staff. Establish a regular schedule of move meetings to keep everyone in the loop and to address issues as they arise.

#2 Cold Storage Transport Is a Delicate Matter:

Many Laboratories contain items, samples, or substances which must be kept in cold storage. For some of these items, it is not enough to simply move them in a truck with a freezer. Many items which are found in laboratories have exact temperature ranges and requirements. To maintain the integrity of ongoing research during the move is important to put the proper cold storage transport procedures in place.

#3 Standard Moving Companies Cannot Handle Sensitive Equipment:

Many laboratories contain very sensitive equipment which can be very fragile and quite expensive. Many types of equipment require very difficult calibration procedures. It is simply a matter of common sense that you should spend the extra money to have a qualified company move this equipment without damaging it. This minor investment in protecting your equipment can save countless man-hours in the long run.

*Whether you need to relocate a single suite of labs
or your entire research program, choosing HBS
should be the first move you make.*

HBS's Lab Relocation Services include:

- Requirements analysis to identify and document your relocation specifications, installation requirements, and completion/verification criteria.
- Site preparation planning to ensure site readiness and manage the implementation site preparation requirements.
- Project management from professionals who will manage your relocation end-to-end.
- Coordination of multiple move and testing vendors.
- Full documentation of every phase of your relocation from requirements-setting and schedule to final approval.
- Guarantee that your systems are brought back to operation and requalified in their new

#4 Special Attention to Chain of Custody During Relocation:

When planning the relocation of a laboratory, one must consider the transport of any items which require chain of custody documentation. This is a very common in laboratories which handle evidence for law-enforcement agencies, but other types of laboratories may have chain of custody considerations as well. It may be necessary to arrange an escort to maintain the chain of custody for certain items during relocation.

#7 Contamination Must Be Avoided:

The scientific output of any laboratory is only as good as the care and accuracy that you put into it. When relocating your laboratory, you must ensure that no items become cross contaminated. Cross contaminated items may negatively affect the outcome of your research years in the future.

#5 Hazardous Materials Require Special Permits:

Most laboratories contain an array of items were substances which are classified as hazardous materials by the Department of Transportation. It is important to consult authorities in order to obtain information about the legality of transporting the materials in your laboratory. In addition to the legal considerations of hazardous materials, there are ethical considerations. Steps should be taken to ensure public safety when transporting unregulated items which are potentially dangerous.

#8 Instrumentation Calibration:

Talk with the vendors and service companies who hold contracts on your instrumentation to find out what the particulars are regarding moves. Will they just calibrate/certify after the move, or do they need to crate, move, and uncrate in order to indemnify you and guarantee your warranty?

#6 Live Animals are a Special Consideration:

Transporting live animals entails a unique set of challenges. Live animals need food and water, and they must be cared for during a lengthy transport. Most laboratories use hanging water bottles to provide their animals with water. These bottles invariably leak during transport. This can soak an animal's bedding and cause hypothermia or even death. In addition to this, animals in laboratories are often part of an experiment or scientific process. The animals themselves may require chain of custody documentation or other provisions to ensure the integrity of scientific research.



What our clients say about our lab relocation services:

Just a note to let you know that your professionalism and hard work during our recent laboratory move has been sincerely appreciated. Your attention to detail and adherence to the critical schedule allowed our work to continue with minimal disruption.

Ravindra Dhir
Principal Investigator
University of Pennsylvania Medical Center

I was apprehensive, to say the least, when the move process began and when the actual move day arrived, I was concerned it would be difficult. On the contrary, it went flawlessly. Your team's attention to detail and sensitivity to the needs of the staff was focused and professional. Thank you for a job well done!

Vladimir R. Muzykantov, MD, PhD
Professor, Pharmacology and Medicine // Vice Chair, Department of Pharmacology
University of Pennsylvania Medical Center

I was quite sure our lab move, because of its size and multiple locations, would be problematic. It was not. Your professionalism in coordinating the general movers, chemical movers and meeting the staff needs exceeded our expectations. Thank you for executing a perfect move.

Dechun Chen
Lab Manager / Sehgal Lab
HHMI / Department of Neuroscience
University of Pennsylvania

Major laboratory relocation can be a monumental undertaking. HBS understands both the scientific and business needs in crafting efficient and cost-effective lab relocation. We will work closely with you to ensure all your needs are met. We will manage the entire process carefully and utilize proven lab relocation protocols and processes, including a detailed timetable listing each step in the process and its status. By engaging HBS, you will:

- Reduce overall relocation costs.
- Minimize laboratory downtime.
- Ensure regulatory and quality systems compliance.
- Eliminate the administrative burden of managing multiple service providers.
- Tailor our services to meet your unique needs.

Contact us to learn how we can help you with your next move.