



RISK MANAGEMENT
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September 26, 2017

TO: Mahesh Sharma
 From: Rhonda S. Oostenryk, Risk Manager
 Subject: SDS Electronic Management

In order to ensure chemical safety in the workplace, information about the identities and hazards of the chemicals must be available and understandable to employees. OSHA's Hazard Communication Standard (HCS) requires the development and dissemination of such information. Currently each Department maintains their own sets of SDS sheets and binders.

Manual paper-based systems are inefficient and labor intensive. Adopting an electronic management solution eliminates duplication of records, will provide County uniformity ensuring OSHA compliance and will reduce individual Departmental costs to maintain SDS binders.

Risk Management along with effected Departments evaluated three electronic Hazardous Communication systems. Although all three web based programs would appear to be similar, MSDS Velocity provides a couple of key services that set them apart.

System		Cost
Site Hawk	does not provide a hotline as back up additional charges for any new MSDS sheets added	\$5,680 / yr.
3E	provides hotline, 2 free calls - thereafter .70/call additional charges for any new MSDS sheets added	\$6,200 / yr.
MSDS Velocity	24/7 toll free hotline back up unlimited access to database	\$8,626 yr. 1 \$6,249 / yr. 2 & 3

It is recommended that the Board approve the purchase of MSDS Velocity electronic management system in the amount of \$8,626 for the initial year subscription, and for years 2 and 3 an annual subscription fee in the amount of \$6,249.

Budget dollars are available in the Risk Management operational budget to fund the cost of this system.

THE COUNTY AUDITOR'S SIGNATURE CERTIFIES
THAT THIS RESOLUTION HAS BEEN FORMALLY
APPROVED BY THE BOARD OF SUPERVISORS ON

DATE

SCOTT COUNTY AUDITOR

R E S O L U T I O N

SCOTT COUNTY BOARD OF SUPERVISORS

October 5, 2017

APPROVAL OF a three year SDS Electronic Management subscription from
MSDS Velocity in the amount of \$21,124.00

BE IT RESOLVED BY the Scott County Board of Supervisors as follows:

- Section 1. That the purchase of Electronic Hazardous Communications
Systems subscription from MSDS Velocity in the amount of \$8,626
for year one, and \$6,249 for years two and three is hereby
approved.
- Section 2. This resolution shall take effect immediately.