

# HOW-TO UTILIZE BIOS INSTITUTE RESOURCES

Please feel free to contact our team anytime to learn more about the following support services:

## BUILDING ACCESS

The Thomas W. Keating Bioresearch Building houses several secure facilities and laboratories. Because of this, building access is protected.

### Requirements

1. You will need a Biometric CatCard
2. Fill out application at: [access.bio5.org](https://access.bio5.org)  
[Requirements for application](#)
  - NetID
  - Valid UA email address
  - Current work position
3. View step-by-step document here: [bit.ly/2BHFs8R](https://bit.ly/2BHFs8R)

### Contact

Robert Sandoval  
Manager, BIO5 Facilities/Planning  
520-626-8512 | [support@bio5.org](mailto:support@bio5.org)

## MEETING ROOMS

The Thomas W. Keating Bioresearch Building offers a variety of meeting spaces to best suit your needs.

### To reserve a room for your meeting:

[resource-scheduler.pharmacy.arizona.edu/s/index](https://resource-scheduler.pharmacy.arizona.edu/s/index)

When reserving a room, click on room number for specifications. All first floor rooms (103, 107, and 109) require a KFS number and contract.

**Room 103** is the only room equipped with in-room PC video conferencing capabilities.

### Contact

Tara Brinton  
Receptionist, Senior  
520-626-2465 | [bio5office@bio5.org](mailto:bio5office@bio5.org)

## SHARED EQUIPMENT

- Licor
- Irradiator
- Bio-Rad PharosFX

### Contact

Robert Sandoval  
Manager, BIO5 Facilities/Planning  
520-626-8512 | [support@bio5.org](mailto:support@bio5.org)

## SURPLUS EQUIPMENT

Surplus request form: [bit.ly/363fdYo](https://bit.ly/363fdYo)

### Contact

Peter Powers-Lake  
Accountant, Senior  
520-626-4264 | [peterp1@bio5.org](mailto:peterp1@bio5.org)

## RESEARCH SUPPORT SERVICES

### CyVerse

[cyverse.org](https://cyverse.org)

### Data7

[datascience.arizona.edu](https://datascience.arizona.edu)

### Biomedical Device Prototyping Service (BDPS)

Scott DeRigne  
520-621-3381 | [sderigne@email.arizona.edu](mailto:sderigne@email.arizona.edu)

### Center for Biomedical Informatics & Biostatistics

[cb2.uahs.arizona.edu](https://cb2.uahs.arizona.edu)

### The Arizona Genomics Institute (AGI)

[genome.arizona.edu](https://genome.arizona.edu)

### UA Genetics Core (UAGC)

[uagc.arl.arizona.edu](https://uagc.arl.arizona.edu)

### The Infectious Disease Research Core (IDRC)

Anne Wertheimer  
[awerth@email.arizona.edu](mailto:awerth@email.arizona.edu)

### UA Ligand Discovery Lab (LDL)

Josef Vagner  
520-626-4179 | [vagner@email.arizona.edu](mailto:vagner@email.arizona.edu)

### BIO5 Institute Media Facility

[keating.bio5.org/media-facility](https://keating.bio5.org/media-facility)

### UA Genetically Engineered Mouse Models (GEMM) Core

[gemmcore.bio5.org](https://gemmcore.bio5.org)

### UA Proteomics Consortium

[proteomics.arizona.edu](https://proteomics.arizona.edu)

### UA Statistics Consulting Laboratory (StatLab)

[statlab.bio5.org](https://statlab.bio5.org)

### UA Human Induced Pluripotent Stem Cell (iPSC) Core

Jared Churko  
520-626-2347 | [stemcells.arizona.edu](https://stemcells.arizona.edu)

## BIOSCIENCE RESEARCH LABORATORIES

Visit the BSRL website for more information:

[bsrl.arizona.edu](https://bsrl.arizona.edu)

# HOW-TO UTILIZE ADMINISTRATION AT BIO5 INSTITUTE

Please feel free to contact our team anytime to learn more about the following support services:

## RESOURCE CHECKOUT

- Projector
- BIO5 Tablecloth
- Conference Phone
- Digital Camera
- Laptop (PC)
- Portable Video Conference System
- Elmo (Portable projection unit)
- Event Refrigerator

### To reserve items visit:

[resource-scheduler.pharmacy.arizona.edu/s/index](http://resource-scheduler.pharmacy.arizona.edu/s/index)  
Select BIO5 Non-Building Resources

## MAILING AND PACKAGES

- Front Desk
- Keating Loading Dock | 520-626-4238

### Contact

Tara Brinton  
Receptionist, Senior  
520-626-2465 | [bio5office@bio5.org](mailto:bio5office@bio5.org)

## REQUEST A TOUR

We welcome visitors to our beautiful Thomas W. Keating Bioresearch Building—home of the BIO5 Institute. Guided tours are accommodated Monday through Friday between the hours of 9am and 4pm. Please make all requests at least two weeks in advance.

### Tour request form:

[bit.ly/2VB6w4Z](http://bit.ly/2VB6w4Z)

### Contact

Amy Randall-Barber  
Manager, Marketing and Events  
[amyrandall@bio5.org](mailto:amyrandall@bio5.org) | 520-626-3001

## GOLF CART TRAINING

### For golf cart training visit:

1. Perform MVD check at [risk.arizona.edu](http://risk.arizona.edu)
2. Watch video at UAccess Learning
3. Register for certification
  - UA Requirements & Defensive Driving (RMSCRTDRV)  
[risk.arizona.edu/training/defensive-driving](http://risk.arizona.edu/training/defensive-driving)
  - Utility Cart (RMSCRTUTC)  
[risk.arizona.edu/training/utility-cart](http://risk.arizona.edu/training/utility-cart)

### Contact

Tara Brinton  
Receptionist, Senior  
520-626-2465 | [bio5office@bio5.org](mailto:bio5office@bio5.org)

## GOLF CART RENTAL

### For golf cart rental visit:

[resource-scheduler.pharmacy.arizona.edu/s/index](http://resource-scheduler.pharmacy.arizona.edu/s/index)  
Select BIO5 Vehicles

## ADDITIONAL SERVICES

### Lab coat cleaning

Laundry only - \$3.25 per lab coat  
Laundry plus finishing - \$5.25 per lab coat  
Pocket Repair: \$8.00 per pocket  
Button Replacement: \$2.00 per button

### Delivery information

Laundry bags placed in the bin in the Receiving Room 130 at the loading dock will be picked up Monday afternoon and returned Thursday. Coats picked up on Thursday afternoons will be returned Monday.

### For laundry service:

1. New labs need to establish an account and ask that the new account be associated with BIO5 labs (**in order to receive the discounted pricing**) and request two laundry collection bags be delivered to the receiving room at the loading dock.

### Contact

Shaffer Dry Cleaning & Laundry  
520-327-4600 | [shafferdryclean@qwestoffice.net](mailto:shafferdryclean@qwestoffice.net)

2. Label bags with lab name and lab contact information.
3. Fill out form at [goo.gl/QmqYvm](http://goo.gl/QmqYvm)

### Learn more about BIO5 laundry service at:

[bio5.org/resources/laundry-service](http://bio5.org/resources/laundry-service)

## CATALYST CAFE

Located inside the BSRL Building, Catalyst Cafe is an open space for students, faculty and staff to have coffee and food. Catering for small meetings available.

### REGULAR HOURS

M-TH 7:30am - 5pm  
F 7:30am - 3pm

### SUMMER HOURS

M-TH 7:30am - 3pm  
F 7:30am - 2pm

### Contact

Paulina Rocha | 520-626-2288 | [procha@email.arizona.edu](mailto:procha@email.arizona.edu)

# HOW-TO UTILIZE PUBLIC AFFAIRS AT BIO5 INSTITUTE

Please feel free to contact our team anytime to learn more about the following support services:

## COMMUNICATIONS

We are the conduit for communication between the BIO5 Institute, affiliated UA departments/colleges/offices, the media, and the general public. Our role is to merge interviews with BIO5 scientists and background research into press releases, news articles, and web and/or social media content. We strive to deliver information related to BIO5's cutting-edge research to public outlets in a manner that can be commonly understood to enhance awareness and support.

*Contact us to help publicize your projects, discoveries, and announcements through BIO5 and/or UA. Also available on request: interview coaching, development of talking points for media coverage, and facilitation of media interviews.*

### Find BIO5 stories and press releases:

[bio5.org/news](https://bio5.org/news)

#### Contact

Lisa Romero

Senior Director, Public Affairs and Engagement  
520-626-9598 | [lisaromero@bio5.org](mailto:lisaromero@bio5.org)

## PHOTOGRAPHY

We aim to capture our state-of-the-art 177,000 square foot space, 300+ researchers, outreach activities, events, and student involvement on camera as often as possible. From lab photos, to headshots of our researchers, to snapshots of BIO5-related program/events/conferences/tours, photos help bring our work to life.

*This service is available upon request to BIO5 Members.*

#### Contact

Deanna Sanchez

Senior Graphic Designer

520-626-2059 | [deannarsanchez@bio5.org](mailto:deannarsanchez@bio5.org)

## SOCIAL MEDIA

Social media plays a significant role in our marketing/communications strategy to build brand awareness and tell the BIO5 'story'. The institutional story is largely made up of your individual and collaborative research projects and achievements, as well as highlighting our mission to inspire the next generation of scientists and positively impact our state.

*Social media consultations available upon request to BIO5 Members.*

### Engage with BIO5 on social media:

Twitter: [BIO5 Institute | @BIO5](https://twitter.com/BIO5)

Facebook: [BIO5 Institute | @BIO5Institute](https://www.facebook.com/BIO5Institute)

LinkedIn: [The BIO5 Institute](https://www.linkedin.com/company/the-bio5-institute)

#### Contact

Lisa Romero

Senior Director, Public Affairs and Engagement  
520-626-9598 | [lisaromero@bio5.org](mailto:lisaromero@bio5.org)

## MARKETING/EVENTS

We work to elevate BIO5's brand recognition through traditional marketing methods (web, print, social media), in outreach-related activities, and in hosted events, conferences, and seminars. Additionally, we coordinate 50+ BIO5 tours per year for guests ranging from student groups to local, state, and international VIPs. We also work with the BIO5 Ambassadors to engage UA students interested in the biosciences, biomedicine, and biotechnology in promoting and supporting BIO5.

*BIO5 member participation in all BIO5 events/activities is highly encouraged and documented to fulfill grant/TRIF requirements (including tours, speaking engagements, and outreach involvement).*

### Download BIO5 Branded Material:

[bit.ly/2fIV4kt](https://bit.ly/2fIV4kt)

#### Contact

Amy Randall-Barber

Manager, Marketing and Events

520-626-3001 | [amyrandall@bio5.org](mailto:amyrandall@bio5.org)

# HOW-TO UTILIZE INFORMATION TECHNOLOGY AT BIO5 INSTITUTE

Please feel free to contact our team anytime to learn more about the following support services:

## CLOUD

We provide cloud storage space used for public and internal information, as well as confidential (e.g., FERPA) information with the proper permission. However it should not be used for regulated (e.g., credit card, HIPAA, ITAR) information. The Classification Levels section in the [IS-2321 Data Classification Standard \(https://security.arizona.edu/data-classification-and-handling-standard\)](https://security.arizona.edu/data-classification-and-handling-standard) gives more complete descriptions of data classification.

### Types of storage

- Apps for Education Google Domain
- Unlimited storage service accounts  
@BIO5.ORG / @bio5.arizona.edu
- Departmental [BOX.arizona.edu](https://box.arizona.edu) unlimited storage

## NETWORKING

We provide a secure BIO5 network space that excludes regular campus network traffic for extra security.

## UPDATE PROFILE ON BIO5.ORG

1. Go to [membertrack.bio5.org](https://membertrack.bio5.org)
2. Log in with NetID
3. Items that can be updated:
  - Credentials/Degrees
  - Research Interest
  - Curriculum Vitae
  - Professional Profile Image

### Contact

Kelly Montez  
Executive Assistant  
520-626-0314 | [membership@bio5.org](mailto:membership@bio5.org)

## DESKTOP/DEVICE SUPPORT

Service requests will be responded to in a timely manner by our knowledgeable staff. IT team stays current with technology, providing the means to help our researchers with hardware, software, electronic infrastructure needs.

Submit a ticket for service:  
[keating.bio5.org/ticket\\_support/](https://keating.bio5.org/ticket_support/)

### Types of services

- Data stored on the servers is backed up frequently for protection
- Provide recommendations for hardware and software purchases

### Contact

Lomax Boyd  
Manager, Infrastructure Services  
520-626-9599 | [support@bio5.org](mailto:support@bio5.org)