

Li Ka Shing Center User Guide

(revised 6/16/22)

Welcome to the Li Ka Shing Center for Biomedical and Health Sciences. Our goal is to provide you with an outstanding research environment, ensuring a safe, dependable, friendly, and productive environment. This document provides an overview of the Operations, Scientific Services, Health, Safety, Comfort, and Convenience features of the building.

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Operations

LKSC Staff Offices

LKS Building Manager: **171**

LKS Asst. Mgr./Safety/Access/Reservations: **173**

LKS Receiving: **185**

Building Emergency Response Plan (BEP)

A system to identify and preserve critical research operations and to respond to problems accordingly. The failure of critical infrastructure will trigger a call to building management staff which can then coordinate with Facilities Services to correct the problem, 24/7. Building management staff can also contact key members of labs if the situation warrants. Please contact us to incorporate your operations into our [BEP](#).

Stockroom and Receiving

Biological Sciences Division (BDS) operates a stockroom in Barker Hall and provides receiving support in LKS Center. Information on the stockroom can be found at <http://mcb.berkeley.edu/barker/storeroom/>.

Rene Castellanos is in charge of receiving at LKSC. His office is room 185 and he can be reached at 510-664-4852 or rcast478@berkeley.edu.

Mailroom

The mail room is located in room 175. Mail bins are available for faculty, labs and departmental offices. Also located in the mail room are bins for outgoing USPS, campus and MCB mail. The door is operated by the common use key but the door should remain unlocked. The mail code for the building is 3370.

Conference Rooms

Six conference rooms for meetings (available to LKS building occupants **only**) are available for use by occupants of the building. They are rooms 215, 315, 345, 415, 445 and 515. For high profile events, room 545 may be booked. The General Assignment Classroom 245 (297 seats), may be reserved after hours and on weekends. An MCB departmental classroom, room 125 (85 seats) may also be reserved after hours and on weekends through the [MCB Scheduler](#). All rooms have video capabilities. Lobbies on Level 1 and 2 are also available on a case by case basis for events.

Availability for all rooms may be viewed at <https://bds.berkeley.edu/lks>. Occupants can self-book the conference rooms. Please contact us or your lab manager for login information for the calendar. Reservations for 245 and 545 may be requested by sending an email to lks_reservations@berkeley.edu.

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Keys and Electronic Card Keys

Access to the building, labs, conference room 545 and some of the core facilities is via electronic card key. Except for winter and spring breaks, the building is unlocked M-F 6:45 a.m. through 6:15 p.m. If classes, midterms or finals are scheduled later than 6:00 p.m., the lobby doors at Level 2 remain unlocked accordingly. Please do not allow others to tailgate in behind you when the building is locked, unless you know them. Safety and security depend on you. Offices, conference rooms and common use facilities are kept unlocked (with the exception of showers and lactation room). We require authorization by faculty, lab managers or staff managers to issue keys or card key access. Please complete the forms available on line at <https://bds.berkeley.edu/lks> and have your lab manager, faculty advisor or staff manager sign them. We charge \$35 to replace lost keys. Please return keys to us when your studies or employment are complete.

Lock Outs

UCPD will provide lockout service for campus offices and buildings weekdays before 8 am and after 5 pm, as well as all-hours on weekends. There is no charge for this service. Faculty and staff can call UCPD at 510.642.6760. In between the hours of 8 am and 5 pm on weekdays, employees needing assistance accessing their building or office should contact their building manager or department manager for assistance.

Security

Due to the sensitive nature of the research being conducted at Li Ka Shing Center, security is higher than in other buildings. We have Security Patrol Officers patrolling the building on evenings and weekends. Please be courteous to them, as they are here for your safety and security. If they don't recognize you, they may ask to see your Cal ID.

Copiers

There is a copier/scanner in the mail room 175. It is managed by the UC Moffitt Library Copy Center. You can obtain a copy code directly from the Copy Center. Be prepared to give the service a contact name and a chartstring.

Moffitt Library Copy Center

510-643-7427 or via email:

copycenter@libary.berkeley.edu

Copies are recharged to the chartstring at \$0.00762 per sheet (less than a penny!). You need an account to scan, but scanning to an email address is free.

Lighting Control

Overhead lights in corridors, labs and other general use areas are controlled locally by wall switches and by a lighting control system. Each area has been programmed to turn lights off at a specific time for that area. About five minutes prior to turning lights off, the lights will blink as a warning. To override the lights being turned off, simply toggle the light switch in your lab that controls the overhead lights.

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Bike Storage Room

There is a locked bike storage area for MCB researchers on the ground floor of the GPB Parking Garage just north and east of the building. For access please contact Greg Vitan (vitan@berkeley.edu). Your bike must be registered and the license affixed to the bike.

Contact Us

For most support needs: lks_help@berkeley.edu

For room reservation support: lks_reservations@berkeley.edu

Or visit us in person in 171 or 173 Li Ka Shing Center.

Also, you may visit <https://bds.berkeley.edu/lks>

24/7 on-call phone support: 510-502-8365

Other Important Contacts

UC Police Department (emergency)

510-642-3333 or 911

UC Police Department (non-emergency)

510-642-6760

EH&S Hazardous Materials Spills (chem, bio, rad)

510-642-3073 (business hours)

EH&S Hazardous Materials Spills

510-642-6760 (non-business hours)

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Science

Flow Cytometry

The CRL Flow Cytometry Facility operates two cores: one in the Li Ka Shing Center room 461 and one in the Life Sciences Addition (LSA) room 491. Managing Director (for LKS Core and for LSA Core): Dr. Kartoosh Heydari, kartooshheydari@berkeley.edu, . The Flow Cytometry Core Facility instrumentation provides light scattering and fluorescent based measurements (up to 63 colors) of single cells by laser excitation. Applications of this technology include identification of sub-populations of cells (T, B, NK, DC, Monocytes, Stem, progenitor, ...), and subcellular organelles (secretory vesicles, endosomes, lysosomes, mitochondria, ...) by means of immunofluorescence, gene reporting using GFP, YFP, RFP CFP and M-Cherry, DNA content, as well as functional Ca⁺⁺ Flux, and cell viabilities. Populations identified by the applications mentioned above can be separated and purified by cell sorting. Cells can be sorted in bulk (up to 6 way sorting) or by single cell deposition into 96 well plates (other plate templates like 6, 24, 48 well and Terasaki plates are also supported) or glass slides.

Viral Packaging Facility

Access Manager: Pingping He, pingpinghe@berkeley.edu , 510.642.5496. 385A Li Ka Shing Center is equipped to handle the viral packaging needs for building researchers, this facility contains two BSL-2 certified hoods, four incubators, refrigerated centrifuge, -20 freezer, deli fridge, and ultracentrifuge with appropriate rotors for virus purification protocols. Supplies are the responsibility of the users as well as maintenance and repairs. Training is provided by experienced users and organizational meetings are held 4 times a year. If you are interested in using the facility please contact Pingping He to discuss your needs.

High Throughput Screening Facility

Manager: Pingping He, pingpinghe@berkeley.edu , 510.642.5496; or alternatively, Mary West, mwest@berkeley.edu , 510.642.4112. 461 Li Ka Shing Center has a QB3 managed High-end instrumentation facility providing access to cell culturing space, automated liquid handling, automated multi-label Envision plate reader and the Perkin Elmer Opera Phenix, a high-throughput, high-content confocal microscope for multi-conditional and screening experiments, along with tools for analysis and data visualization. Emphasis is on arrayed whole genome and sub-library siRNA or CRISPR/Cas9 screening, validation, and other high-throughput fluidics projects. Lentiviral packaging service is also available

Warm Rooms

LKSC has 3 warm rooms equipped with shakers for general use by building occupants. The rooms are monitored by a central system which calls building management in the event of temperatures out of range. Controllers mounted outside the door display current temperature and log the historical temperature on a digital chart. Please do not remove flask holders for use on your own shakers.

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<u>Room</u>	<u>Temperature</u>
263	37°C
363	30°C
463	37°C

Cold Rooms

LKS Center has 10 cold rooms set at 4°C located on 2, 3, 4, and 5 for use by each floor's researchers. The rooms are monitored by a central system which calls building management in the event of temperatures out of range. Controllers mounted outside the door display current temperature and relative humidity, along with trend data. We can download historical data if needed. Local alarms will sound for one of two reasons: temperature is above 10°C or the interior personnel alarm has been activated. The personnel alarm can be reset by pulling the alarm button, located by the door near the floor. Please limit the amount of time doors are open, as this allows the room to warm, wastes energy and calls us signaling an alarm.

Ice Machines

Ice machines are located throughout the building. Do not use the ice for human consumption. The water from the lab sinks is industrial water and non-potable.

<u>Floor</u>	<u>Room</u>
2	210 & 275B
3	310 & 375C
4	410 & 475B
5	510

Autoclave and Glass Wash Rooms

Central autoclave and glass Wash rooms are located in room 254, 454 and 554.

Piped Utilities

Various pipe utilities exist for your use, including CO₂ (approximately 14 psi), dry compressed air (approximately, 100 psi), vacuum (-24 to -29 inches Hg) and natural gas. Liquid nitrogen is available in room 183. Liquid nitrogen is available at cost. To gain access to the bulk N₂ please contact building management.

Darkrooms

Rooms 310B and 410B are outfitted with Konica SRX101 x-ray film processors.

Emergency and Defrost Use -80° Freezers

We have two spare -80 freezers in room 183. "Frosty" is used for Defrosts and "Rudolph" is used for emergency storage. Please properly mark your items with your lab's name. To reserve the spare freezers, please send an email to LKS_Reservations@berkeley.edu. To view the reservation calendar, go to <https://bds.berkeley.edu/lks>.

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Safety

Spill Kit Rooms

Floors 1 through 5 have rooms dedicated to storage of spill control kits. Please use the products provided only if you are trained and you are comfortable with the size and composition of the spill. When in doubt, alert others to evacuate, close doors and call EH&S for cleanup assistance. Please notify our facilities team (lks_help@berkeley.edu) if any spill materials are used, so we can replenish them.

<u>Floor</u>	<u>Room</u>
1	103
2	270A
3	370A
4	470A
5	586

Radiological Waste

Room **177**: access can be arranged for authorized researchers listed on your Radiation Use Authorization (RUA). Please contact lks_help@berkeley.edu for assistance.

Biological Waste

Room **191**: access can be arranged for authorized researchers listed on your Biological Use Authorization (BUA). Please contact lks_help@berkeley.edu for assistance.

Lab Coat Laundry Service

Room **175** (mailroom) has a hamper for dirty lab coats and a coat rack for clean lab coats returned. Pick up and drop off occur on Tuesdays.

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Comfort and Convenience

Kitchenettes and Break Rooms

Kitchenettes are located on the research floors 2 through 5 (rooms 238, 338, 438 and 538), and are available to everyone sharing the floor. Each is equipped with 2 fridges, microwaves, a sink, recycling, trash and composting bins. Please clean up after yourselves and please do not prop the door open. Plenty of tables, stools and chairs are available in each floor's lobby for your use and comfort.

Yali's Café

Yali's Café is located across Oxford St. at the corner of Berkeley Way and is open M-F 8 a.m. to 3 p.m. For more information please visit: <http://www.yaliscafe.com/>

Pat Brown's Grill

Operated by Cal Dining, Pat Brown's grill is located in the Genetics and Plant Biology (GPB) Building northeast of LKS Center and is open M-F 7:30 a.m. to 5:00 p.m. during the Fall/Spring/Summer academic sessions. For more information on Pat Brown's Grill and other nearby Cal Dining facilities, please visit <https://caldining.berkeley.edu/locations/campus-restaurants/browns/>

Showers

Three shower rooms are provided on the first floor, rooms 178, 180 and 182. The doors remain locked and are operated by the building's common room key. Privacy locks are installed on the inside of the door. Please bring your own toiletries and towels and remove them as you leave.

Lactation Room

There is a lactation room in the first floor lobby (Room 142 next to the main elevators). Please contact lks_help@berkeley.edu to check out a key with your Cal1 Card.