



**Solicitation Information
July 2, 2014**

Addendum #1

RFP # 7548844

TITLE: NEXT GENERATION LIBRARY SYSTEM

Submission Deadline: JULY 9, 2014 @ 2:30 PM (Eastern Time)

ATTACHED ARE VENDOR QUESTIONS WITH STATE RESPONSES. NO FURTHER QUESTIONS WILL BE ANSWERED.

**Gail Walsh
State of Rhode Island
Division of Purchases**

1. Licensing for our solution is based on, among other things, the number of concurrent staff users accessing the system and the number of unique bibliographic records managed in the system. Can you please provide the number of library staff members that can be expected to access the system concurrently as well as library statistics, including the number of unique titles owned by the library.

Number of library staff: 34 faculty and staff (not lecturers) with no more than 20 using the system at one time.

As of 2013: 1.1 million items

2. Given the RFP is quite long and the upcoming July 4th holiday, would you consider extending the due date?

We do not wish to extend the deadline. All vendors have the same period to apply.

3. In order to FedEx our response, a phone number is required. What URI contact number should be used?

The proposals are being sent to state purchasing not URI. Telephone (401) 574-8100.

4. On pages 23-24 of the RFP are the instructions for packaging the response. Page 24 says there should be a "separate Technical Proposal" – should we include the two forms referenced on page 23, #'s 1 and 2, in the Technical Proposal, and does the response to section 3 also go in the Technical Proposal?

Yes, the forms and the response to section 3 are part of the technical proposal.

5. The very first page of the certification form, in the box labeled "Notice to Vendors", states that each bid proposal for a public works project must include a "public copy". Is this bid considered public works?

No.

6. The RIVIP Bidder Certification Form states "Award will be made to the responsive and responsible offeror quoting the lowest net price in accordance with specifications, for any individual item(s), for major groupings of items, or for all items listed, at the State's sole option." The RFP itself contradicts this, stating that this is a Request for Proposal and not an Invitation to Bid. The RFP also specifies different selection criteria. Do the statements made by the RFP supersede those made in the Bidder Certification Form?

RFP's are awarded to the responsive and responsible offeror based on technical merit as well as cost. The selection criteria in the RFP are correct.

7. The certification form says that pricing must be good for 60 days, but the RFP says it is 120 days. Please clarify.

60 days is correct.

8. Can you clarify specification B.32: "it should be possible to record EDI information on the level of the library"?

For a given vendor, we want to support multiple EDI accounts for multiple branches.

9. Can you clarify B.36: "The solution must support a hierarchical fund structure that provides the ability to group and report on funds"? What type of hierarchical structure is desired? Should funds be hierarchical in terms of timeframe, library, vendor, or some combination?

We are looking for maximum flexibility for structuring funds to support the acquisition of materials in a hybrid print and electronic environment. We would like to report on funds by subject, material type (i.e. one time vs continuing resources), format and library.

10. Several questions in the RFP make reference to consortium-specific requirements. Will this be a consortial implementation? Is there currently a consortium or is forming one in the future plans for the University? Can you provide additional details about the institution(s) that will be using this system?

This will not be a consortial implementation. However URI currently belongs to a Consortium and hopes to connect to the current consortial catalog while maintaining our own separate library system.

11. Can you explain more about your expectations with regard to digitization-on-demand requests and workflows? Should these capabilities deal principally with reserves materials or with special collections (or other materials)? To what extent should the digitization process be tracked or managed in the system?

We are looking for a system that can manage a variety of workflows related to digitization requests by researchers, whether these are requests for reserve materials, materials in the collection, those not in the collection (i.e. ILL), or special collection materials. The system should be able to generate the appropriate workflows based on the nature of the patron request.

12. We would like more information about I.13: "The solution must include personalized ranking to tailor search results based upon end-user research preferences." What types of personalized ranking customization are desired? Based on subject? Format? Other? And should this personalization be automated, determined by the library, or based on user activity?

A variety of customized search results are desired based on user activity. This might include, for example, customized results based on the researcher's subject area and patron type. This personalization of searches should most likely be determined by the user, with control settings predetermined by the library.

13. We have had customers terminate contracts for convenience, but not for cause. Do you intend for us to answer "yes" and provide details for the following requirement: "State whether your company, or any owner, stockholder, officer, director, member, partner, or principal thereof, or any subsidiary or affiliated company, has had any contracts with a federal, state or municipal government agency terminated for any reason within the previous five (5) years. If so, then provide details below."

It is not unusual for contracts to be terminated for reasons other than "for cause." Please answer Yes, and provide details.

14. The RFP states: "Signature below commits vendor to the attached offer and certifies (1) that the offer has taken into account all solicitation amendments, (2) that the above statements and information are accurate and that vendor understands and has complied with the requirements set forth herein. When delivering offers in person to One Capitol Hill, vendors are advised to allow at least one hour additional time for clearance through security checkpoints." Can/should we sign this if we've taken exceptions to contract terms?

The Bidders Certification Cover Form must be signed for the proposal to be valid. Please explain your exceptions in the space provided on the form.