

ADDENDUM TO RFP DOCUMENTS

REQUEST FOR PROPOSAL: Radio Frequency Identification

ADDENDUM No.: 1

DATE: 10/15/2018

To All Potential Bidders:

This addendum is issued to modify the previously issued bid documents and/or given for informational purposes, and is hereby made part of the bid documents. Please attach this addendum to the documents in your possession.

QUESTIONS AND ANSWERS:

Q1: Regarding Page 6, 2.8: Addenda will be posted on the DPL website - Is there a direct URL to the page where this information will be posted?

Addenda will be emailed directly to known vendors from whom the Technical Services Manager, Emily O'Neal, has valid contact information. Additionally, addenda will be posted as attachments to the RFP announcement on the DPL website listed here:

<https://deschuteslibrary.org/about/news/news?NewsID=6198>

Q2: Regarding Page 14, 4.5: Automatic Materials Handling - To more accurately respond to this request for an AMH system, would you be able to provide us floor plans for the locations you anticipate to install the AMH system in?

Yes, DPL will work to supply floor plans with pertinent information outlined as requested. This content will need to be developed in-house so will be posted as an additional attachment once available via email to known vendors from whom the Technical Services Manager, Emily O'Neal, has valid contact information. Additionally, these documents will be uploaded to the RFP announcement once available on the DPL website listed here:

<https://deschuteslibrary.org/about/news/news?NewsID=6198>

Q3: Regarding Page 15, 4.6.b: Tagging of 390,000+ item collection - Can you please provide us with the material breakdown of this collection. How many will be books and/or media items?

Yes. As of October 12, 2018, the following is a breakdown of the collection formats within our system including content from Deschutes, Jefferson and Crook Counties:

Books	318569
Audiobooks	16397
Magazines	10669
DVDs	33738
Music CDs	14505
Realia and Kits	538
TOTAL	394416

Q4: Regarding Page 23, 5.1.6: Proposal Bond - Can you please clarify if you are referring to a Performance Bond and if you have more details on what you are requiring?

Proposal Bond statements are a required element in RFPs for surety companies but are optional for goods and services solicitations and contracts. The Library uses similar templates for a variety of RFPs and contract solicitations. This statement was included in this RFID RFP document by mistake and may be disregarded by all vendors.

Q5: Regarding Page 27: Attachment A) Goods and Service Agreement - How may we obtain a copy of this Attachment?

The “Goods and Services Contract” has been uploaded to the RFP announcement on the DPL website listed here:

<https://deschuteslibrary.org/about/news/news?NewsID=6198>

Q6: Regarding page 20, Section 5 Proposer’s Response Form - it indicates an “Integrated Library System” in the first paragraph.

The Library uses similar templates for a variety of RFPs and contract solicitations. This statement was included in this RFID RFP document by mistake and should read “Radio Frequency Identification System”.

Q7: Regarding the request for Tagging Services - Could you please let us know which locations have materials that will need to be tagged? Is it just Bend, Redmond, La Pine, Sisters, and Sunriver, or is it also JCL and CCL?

All libraries within our shared system would need tagging services. Those libraries include - Downtown Bend, East Bend, Sunriver, La Pine, Sisters, Redmond, Jefferson County Library District (one branch system), and Crook County Library District (one branch system).

Q8: Regarding Page 21, Section 5 – Proposer’s Response Form, line 7 - Would you please provide us with Exhibit C?

The “ORS Chapter 279B Public Contracting Requirements for the Purchase of Goods and Services” has been uploaded to the RFP announcement on the DPL website listed here:

<https://deschuteslibrary.org/about/news/news?NewsID=6198>