

SNO-ISLE LIBRARIES

RFP 2024.09.30 Library Materials

ADDENDUM # 1: Questions and Answers

October 23, 2024

Q. Will reference databases be considered for this response?

A. No, this RFP is for physical materials only.

Q. Please provide information/specifications on the processing services and components provided to the Library today. Please describe a fully processed hardcover and fully processed paperback book.

A. The Library will accept a general pricing sheet for the purposes of the RFP response. The Library will provide the successful vendor with processing specifications for a full quote prior to finalizing the contract.

Q. Please provide cataloging specifications as utilized by the library today.

A. The Library will accept a general pricing sheet for the purposes of the RFP response. The Library will provide the successful vendor with processing specifications for a full quote prior to finalizing the contract.

Q. Are call numbers provided by the vendor or are they passed to the vendor by the Library?

A. Call numbers are provided by the Library.

Q. Please describe the level of cataloging services provided by your current vendor (standard cataloging, custom cataloging, original cataloging, etc.). Does the Library desire the vendor to search library holdings and to provide new and added copy records, as appropriate?

A. Sno-Isle is not currently using any vendor cataloging services for on-going work. We may want cataloging services in the future for opening day collection support.

Q. Are DVD, Music CD, and Spoken Word Audio CD product excluded from the scope of this RFP?

A. These products are excluded from the scope of this RFP.

Q. What specific components do you require for “shelf-ready materials”?

A. We require mylar jackets, spine labels, barcodes, occasional interest labels, property stamps, and linked brief records emailed at the time of shipment.

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Q. Will the Library consider a vendor's request for contract price increases at the point of contract renewal?

A. Yes, we will consider a vendor's request.

- END OF ADDNEDUM -