



**AMENDMENT NUMBER 1
(April 13, 2017)**

**RIO RANCHO PUBLIC SCHOOLS
PURCHASING DEPARTMENT
500 LASER ROAD NE
RIO RANCHO, NEW MEXICO 87508**

**TITLE: RFP#2017-012-LIB, Integrated Library Resource Management
Software Services**

DEADLINE FOR RECEIPT OF PROPOSALS IS AS FOLLOWS:

Due Date: Wednesday, April 27, 2017

Time: 2:00 PM (MT)

DELIVER TO: Rio Rancho Public Schools
Purchasing Room 120
500 Laser Road NE
Rio Rancho, New Mexico 87124

The purpose of this amendment is to provide RRPS written responses to the questions that have been timely submitted – see following list. *All other BID terms, conditions, specifications, requirements and criteria remain unchanged.*

QUESTIONS:

Question #1: In reading it I am a bit confused. Dates for question submittals are mentioned twice with the results below. Please clarify for me which is correct and also tell me if this was just released this morning.

Response: *The deadline for question submittal is April 17, 2017*

Question #2: Whether companies from Outside USA can apply for this (like from India or Canada)?

Response: *Yes*

Question #3: Whether we need to come over there for meetings?

Response: *Finalists may be invited to make an oral presentation and interview with the evaluation team. The successful offeror may be required to travel to Rio Rancho, New Mexico during implementation*

Question#4: Can we perform the tasks (related to RFP) outside USA (like, from India or Canada)?

Response: *Yes*

Question#5: Can we submit the proposals via email?

Response: *No, proposal offers must be delivered in a sealed envelope by the established due date and time.*

Question #6: Page 4 paragraph A - Do your libraries have a centralized database or does each library have its own individual database?

Response: *Currently, each location/library maintains its own database that is then stored at a centralized location. Searches across locations are not currently possible.*

Question #7: Page 4 paragraph A - Definition of the word “cleansing” in the phrase “data conversion and cleansing.” Are you interested in the inventory module and/or the Self-check module?

Response: *Data conversion and cleansing is defined as the successful transfer of MARC records and patron data to the new platform. Cleansing would be deletion of incomplete or faulty records. We require the software to be capable of performing inventory. Self-check is not a requirement.*

Question #8: Page 4, Section D: Required Information, 4th bullet - Does RRPS want an asset management module as part of your library solution or as an optional module that can be integrated at any time with the library solution?

Response: *We would prefer it as an optional module that can be added at any time.*

Question #9: Page 4, Section D: Required Information, 4th bullet - if RRPS does want an asset management solution, will there be data to convert? What system is RRPS currently using to track assets?

Response: *Yes, there would be a data transfer. RRPS is currently using Hayes Software Solutions' TIPSSWeb.*

Question #10: Page 22, Table EC-2, a - Does RRPS want pricing for both a self-hosting and a company hosted model? Does RRPS have a preference?

Response: *We prefer a company hosted model, but will consider pricing models to both self-hosted and company hosted.*

Question #11: *Page 18, Section B: Proposal Format - Please clarify what sections of the vendor proposal will count towards the 40 page limit. Does this include the required forms and index?*

Response: *The required forms and index will not be counted towards the forty page limit.*