

**ADDENDUM TO
Request for Proposals (RFP) for RFID Retrospective Tagging Conversion
Geneva Public Library District, Geneva, IL**

Issued: March 9, 2018
Submittals Due: 5:00 p.m. Central Daylight Savings Time, March 16, 2018

ADDITIONS/CORRECTIONS

1. Collection and Circulation Statistics

At the end of January 2018, collections included:

- Books: 99,897
- AV: 21,899
- Magazines: 2,290

ADDENDUM:

AV: 20,057 (4,135 music CDs; 4,275 audiobooks; 11,647 DVDs)

2. Project Timeline

- Notification of lowest responsible bidder (anticipated): March 26, 2018

ADDENDUM: Lowest responsible bidder will be determined in accordance with evaluation criteria set forth in original RFP

- Tagging to begin (anticipated): April 16, 2018

ADDENDUM: April 16, 2018 is the earliest date GPLD will be ready to begin. Exact date to be determined in accordance with vendor recommendations.

- Installation of checkout stations (anticipated): June 11, 2018

ADDENDUM: Actual date will be determined in accordance with vendor recommendations and completion of retrospective tagging of materials.

3. *Contract Documents*

ADDENDUM: Contract documents do not need to be submitted with response to RFP but selection of vendor is dependent upon ability to meet contract specifications outlined in RFP.

4. *Handling of audio-visual materials*

Provide information and pricing on options for applying tags to complex audio-visual materials and other types of special collection treatment based on quoted collection sizes. Discs will be tagged with hub tags matching additional case tags.

ADDENDUM: Vendor is requested to provide recommendations, including potential use of stingray type tags, hub tags, case tags, or any combination of tags needed for tagging AV materials retrospectively and in the future with goal of facilitating easy and efficient check in and checkout at self-checks, staff workstations, and automated material handler. Pricing of labor and materials needed for conversion shall be based on vendor recommendations.