



ADDENDA NO. 2

This addendum consists of 2 pages

TO: All Packet Holders
FROM: City of Kenai - Kenai Community Library
DATE: March 11, 2024
SUBJECT: Request for Proposals – Library Materials Vendor Services
DUE DATE: ***March 18, 2024, by no later than 2:00 PM (AKDT)***

Proposers must acknowledge receipt of this Addenda within their proposals. Failure to do so may result in the disqualification or rejection of the proposal.

Note: Information in this addendum takes precedence over original information. All other provisions of the document remain unchanged.

02-01 Question

According to your response to a previous question included in Addendum #1 (screenshot below), the Library currently purchases a limited number of audiobooks and DVDs per month and does not purchase Blu-Ray.

With that in mind, are A/V processing services crucial to the fulfillment of this RFP. Will an inability to provide A/V processing disqualify a vendor?

Is this Library Material Vendor Services RFP including DVD, Blu-Ray DVDs and/or Music?

01-07 Response

This award is for a primary vendor. Library materials include but are not limited to books. However, we do not currently purchase Blu-Ray DVDs, and we do purchase a limited amount of audiobooks and DVDs per month.

Spoken Word Processing		30
Spoken Word Case		30
Playaway Processing		10
Playaway Case		10
MARC record		100

02-01 Response

A/V processing services are not crucial to the fulfillment of this RFP. An inability to provide A/V processing will not disqualify a vendor. Cost Proposal document has been updated to reflect this.

02-02 Clarification

See attached revised Cost Proposal.

End of Addenda

COST PROPOSAL

A. DISCOUNTS FOR LIBRARY MATERIALS

Indicate the discounts that you would provide. Discounts for library materials shall not be decreased for the specified contract period. Each vendor should explain criteria for determining which titles receive less than full trade discounts. Estimate total costs for approximate retail value.

Format	Approximate Retail Value	% Discount	Net Cost
Adult Trade Hardcover	\$14,500	%	
Adult Quality/Trade Paperback	\$5,500	%	
Adult Mass Market Paperback	\$200	%	
YA Trade Hardcover	\$2000	%	
YA Quality/Trade Paperback	\$700	%	
YA Mass Market Paperback	\$100	%	
Juvenile Trade Hardcover	\$10,200	%	
Juvenile Quality/Trade Paperback	\$3,700	%	
Juvenile Mass Market Paperback	\$200	%	
Editions rebound by vendor	\$100	%	
Library Binding	\$100	%	
Short Discount / Non-Trade	\$1,000	%	
Books from University or Small Presses, or titles of limited availability	\$500	%	
Net Titles	\$500	%	
Spoken Word Audio	\$500	%	
Playaways	\$200	%	
		Total	

B. ADDITIONAL SERVICE CHARGES

Processing and Cataloging:

Indicate price for processing and cataloging services that you would provide. Processing charges for library materials shall not be increased for the specified contract period. Estimate total costs for provided quantities.

Item	Price	Quantity	Estimated Total Cost
Mylar/dust jacket (taped)		1,900	
Laminate for paperback books (7 mil)		600	
Barcode according to Library specification		2,500	
Spine Label		2,500	
RFID tag (supplied, applied, and linked)		2,500	
MARC record		100	
		Total	

Shipping charges:

Indicate shipping charges below.

Item	Shipping Charges Per Unit	Estimated Quantity	Estimated Total Cost
Books		2,500	
Audiobooks/Playaways		40	
		Total	

Total for all categories: _____

Please specify any additional charges for materials purchased under the terms of this bid. Any charges not stated cannot be added to materials purchased under the terms of this bid without written consent of the Library. These charges will not be included in scoring for award of the RFP, but proposer will agree to honor this pricing for duration of the contract.