



Department of Purchasing & Contract Compliance

Cecil S. Moore, CPPO, CPPB, CPSM, C.P.M., A.P.P
Director

Fulton County, GA

September 16, 2010

Re: 11ITB12340B-BR
Books for Juvenile, Young Adults and Adults

Dear bidders:

Attached is one (1) copy of Addendum 1, hereby made a part of the above referenced bid (ITB).

Except as provided herein, all terms and conditions in the bid referenced above remain unchanged and in full force and effect.

Sincerely,

Brian Richmond
Assistant Purchasing Agent

Winner 2000 - 2009 Achievement of Excellence in
Procurement Award • National Purchasing Institute



**11ITB12340B-BR Books for Juvenile, Young Adults and Adults
Addendum No. 1
Page Two**

This Addendum forms a part of the contract documents and answers questions asked by an interested vendors:

Question: I am writing for clarification on the address for submitting the bid. Page 2 indicates "Purchasing and Contract Compliance Department", and Page 6 indicates the "Fulton County Public Safety Building"; which is correct?

Answer: The Purchasing and Contract Compliance Department is located in the Public Safety Building, so both are correct.

Question: Page 39&40 Will this bid opportunity recognize small minority female vendors under EBO plan with no million dollar references; however capable of provide the requested services.

Answer: Yes, but we seek vendors with prior experience providing large volume of books.

Question: Page 61 How can a vendor have access to AFPL catalog to perform the required procedures on sections 1-8? **Answer:** You must subscribe, or have access through a bibliographic utility, or LC MARC catalog records.

Question: Page 76 If a vendor does not have a million dollars reference can they respond to this bid opportunity? ? **Answer:** We welcome all responses, however we prefer vendors, to have previous experience providing a large quantity of books.

Question: Can we submit pages 1-82 ONLY (because the bid shows 107 pages)? **Answer:** You are only required to submit the pages 1 thru 82. The remaining pages are the sample contract and are for informational purposes only.

Question: Please see below for questions regarding the Books for Juvenile, Young Adults, and Adults Bid. Section 9 - Pricing Form, Adult Titles (pg.74). Do items 3 & 4 refer to trade paperback titles?

Answer: Yes, page 74, items 3 & 4 refer to trade paperback titles.

Question: Juvenile and YA titles (pg.75) Item 4 (Juvenile Mass Market paperbacks) is not included in the page 73 list price. can breakdown of quantity/average you please provide an estimated amount of units and average list price for Juvenile Mass Market?

Answer: Our original pricing table combined J board books with J paperbacks to come up with a quantity of 8,000 and an average price of \$6. To answer the vendor's question, I did a rough estimate of how many board books we might get, and backed that 1,000 out of the 8,000 total, and backed the average board book price of roughly \$7 out of our average. So my answer to this question is: 1,000 board books @ average list price of \$7, and 7,000 paperbacks @average list price of \$6.

Question: Does this bid include any Opening Day Collections that may occur during the contract period, or would those be part of a separate contract? **Answer:** No Opening Day Collections included in this bid. That will be a separate bid.

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Question: Is the ITB document or at least any of the forms for completion, available in Word format so that they can be completed on the computer and printed? **Answer:** No, we only release our ITB's as a pdf file.

Question: Does the Library anticipate making award to a primary vendor and secondary vendors, or a pool of vendors without designating a primary vendor?

Answer: Will award a single vendor for Adult and a single vendor for Juvenile and Young Adult. As stated in bid document vendor can bid on both or just one by responding to the technical specification and completion of Price form for each of the categories

Question: Technical Specifications, Section A: -A.1 Will the Library use EDI for ordering, either alone or in conjunction with the vendor website? If so, please provide requirements.

Answer: The library will not use EDI. The library does not currently use the acquisition module of its SIRSI ILS.

Question: -A.5: Can you provide information on expected requirements for selection lists? Would the lists be weekly, monthly, etc? Please give examples of the type of content that would be included, e.g. forthcoming titles, award lists.

Answer: Currently we work with selection lists (carts) prepared for us weekly on set topics (prepub titles in fic, non-fic, LP, mass market, easy, picture etc) for J, YA, adult. We also request additional lists on an as-needed basis (e.g. award books, summer reading, travel, test prep, replacement lists)

Question: -A.8: How many accounts does the Library currently use for Juvenile and YA ordering?

Answer: We will use approximately, 25 to 30 accounts.

Question: Technical Specifications, Section B:- OCR/Barcode labels, Section B.1.b. Does the Library still use Opto-Wand OCR readers? **Answer:** Yes we will use Opto-Wand OCR readers

Question: -Can you provide us a sample barcode label or a scan of a label?

Answer: Yes we can provide a sample barcode, sample is below



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Question: -Please provide your definition of 'cover-ups' per B.1.e. Are these jackets for hardcover books, laminate for paperbacks, or both? **Answer:** Yes, Jackets for hardcover books and laminate for paperbacks.

Question: Technical Specifications, Section C- Please provide the version of Unicorn that the Library is running. **Answer:** SirsiDynix Symphony WorkFlows Version 3.2.1C Copyright 1996 – 2008, SIRSIDynix Date built 2008-02-20

Question: - Does the Library plan plans for upgrades or changes to their Integrated Library System during the contract period?

Answer: No, we will not upgrade in the 2011. A new or upgraded ILS is in the Library's plans but at present there is no time frame for acquiring it. While it is unlikely that this would happen in 2011, there is always the possibility that it might.

Question: Special Conditions, Section 8.1. Please clarify whether the spreadsheet requested is the invoice, or is it a spreadsheet of data that is on the invoice which vendor must provide in addition to a consolidated invoice? Can you provide the format of the spreadsheet?

Answer: The spreadsheet is not the invoice. The spreadsheet is additional information that should provide details of items purchased in support of the consolidated invoice.

ACKNOWLEDGEMENT OF ADDENDUM NO. 1

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the bid package to the Purchasing Department, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30303 by the bid due date and time **Tuesday September 28, 2010, 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 1, _____ day of _____, 2010.

Legal Name of Bidder

Signature of Authorized Representative

Title