



February 16, 2021

San Mateo County Libraries Joint Powers Authority: Request for Proposals for Self-Service Material Access Response to Questions

San Mateo County Libraries Joint Powers Authority (Library JPA) shall respond in writing to written communications and reserves the right, at its sole discretion, to determine appropriate and adequate responses to written comments, questions, and requests for clarification. In cases where similar questions were submitted by multiple firms, the Library JPA has listed and responded to these questions once

Question 1: We cannot locate Exhibit A or Exhibit B in your RFP.

Response 1: Exhibit A and Exhibit B are located at the end of the document.

Question 2: Have the 4 sites been selected for the Self-Service Material Access units, and if so are the locations available for site visit or drive by?

Response 2: Sites have not been determined at this time.

Question 3: For the intended Self-Service Material Access sites, do you have power and data already at the location?

Response 3: The areas have not been defined and will be part of the project management.

Question 4: Will all Self-Service Material Access units be the same configuration?

Response 4: We are open to various configuration that will work best for our impending identified sites.

Question 5: Can you please share the dimensions of the spaces where the Self-Service Material Access units are to be installed? Can you provide images of the areas where they will be installed?

Response 5: The library will evaluate the areas with input from the vendor to determine best location.

Question 6: How will the holds for patrons be serviced for the Self-Service Material Access locations? How do the holds items get there?

Response 6: We will have staff assigned to manage the holds for each location from either our central processing office or the nearest branch. Transportation of holds will depend on location.

Question 7: Will the Library provide answers to questions prior to the 2/16 issuance of responses so that we have time to prepare a thorough proposal?

Response 7: Answers to questions will be released on February 16, 2021.

Question 8: How many references are required? We see on page 10 three are requested. On page 9, two are requested.

Response 8: Three.