

# Automated Materials Handling Request for Proposal – Questions and Answers

Date Update: 01/08/2021

**Q: The RFP states that answers to vendor questions will be provided on January 9, 2021. However, this date is very close to the date by which hard-copy proposals will need to be shipped in order to meet the proposal submission deadline. Could TRL please extend the proposal submission deadline in order to ensure that vendors, upon receiving answers to library questions on January 9, have adequate time to integrate those answers into their proposal submissions? If TRL is able to inform vendors before January 1 as to whether the proposal submission deadline can be extended, this would be much appreciated.**

A: No, but we will post Q&A received before the vendor deadline of Jan. 2<sup>nd</sup> as we get them to our website. All questions will be answered by Jan. 9<sup>th</sup> at 4 p.m., but TRL will not wait until then to post answers.

**Q: Could TRL please provide schematics and/or CAD files showing the space that has been allocated for each AMH system location?**

A: No, we don't have accurate schematics or CAD files of the spaces. The measurements we have are provided in the RFP. The selected vendor will need to verify the measurements needed.

**Q: Could TRL please confirm that their desired date to begin onsite installation of the AMH systems is June 1, 2021? Could TRL please specify their desired project completion date for all three AMH systems and/or (if different) their desired project completion date for each AMH system?**

A: Yes, we'd like to start installation by June 1<sup>st</sup>, but will work with the selected vendor on the final timeline for the installation and completion of the installation of all three sorters.

**Q: Could TRL please provide further detail on how its floating operations are configured and facilitated?**

**Do you use a software-based tool (e.g., Collection HQ) in conjunction with the ILS to facilitate the floating collection?**

A: We use internal reporting to help with the reassignment of materials. We don't currently have a software-based tool like Collection HQ.

**Is TRL's floating strategy focused on the capacity of branches or on the need of branches?**

A: Both. We want a collection that fits each library, is refreshed, and serves the needs of the patrons.

**Q: Is TRL part of a consortium?**

A: No.

**Q: Could TRL please clarify if the collection is RFID, barcode-only, or a mix?**

**If RFID, do all branches use the same data model?**

A: Yes

**If a mix, could TRL please specify what percentage is RFID and what percentage is barcodeonly?**

A: Approximately 95-98 percent of the collection is RFID tagged. Only our periodicals and so specialty collection items are not tagged.

**Q: Does TRL want the three AMH systems to process both RFID and barcode items?**

A: Yes, as specified in the RFP, the sorters need to handle both RFID and barcode items.

**Q: With reference to requirement #16 (“requires no more than one staff member to operate”) and requirement #18 (“capable of processing in excess of 1,500 items per hour”): does TRL require that these two requirements be met simultaneously?**

A: Yes.

**Q: Could TRL please confirm what kinds of receptacle options the library would like to see quoted with the AMH system (e.g. spring bins, automatic-floor bins, totes, etc.)?**

A: Please include available options and prices along with recommendations. TRL currently uses totes for sorting.

**Q: Is there was an estimated value and start date for this project?**

A: There is no estimated value at this time. We are asking for vendors to provide the pricing based on our requirements. Our estimated start date is Jun. 1, 2021.

**Q: Do you have any information on a plan holders list for the project?**

A: We do not have a plan holders list for this purchasing RFP.