

**ADDENDUM NO. 1  
TO THE REQUEST FOR PROPOSALS FOR THE  
Radio Frequency Identification (RFID) System for the  
Hawaii State Public Library System**

**ISSUED: JANUARY 24, 2024**

**NOTICE TO ALL PROSPECTIVE OFFERORS**

This Addendum is hereby made a part for the Request for Proposals (“RFP”).

Page 18 & 19 of this Addendum No. 1 is Attachment I, Revised Offer Form, OF-1 & OF-2. Added in the Revised Offer Form OF-2 are the following line items:

- Project Implementation / Conversion System
- Upgrade, Trade, Buyback, Recycle Option (Section 3.2.5)
- Disposal / Recycle of Existing 3M Gates

The following questions were received from prospective Offerors. The Hawaii State Public Library System responses are as follows:

**QUESTION #1**

Page 3, Section 3.2, 5 “Options for upgrade, trade buyback and/or recycling of existing RFID components and/or Self-Check equipment located in 7 current library locations.” Because this item was not specified in the order form, could the library please clarify whether this section is to be part of the vendor’s bid response? If so, could the library please provide more details as to what items they wish to upgrade/recycle/trade and where this pricing information should be included in the bid response?

**RESPONSE #1**

Requested details for Section 3.2, 5:

- Hawaii Island:
  - Hilo Public Library – 3M Selfcheck 6420F
- Maui:
  - Kihei Public Library - 3M Selfcheck 6420F
  - Lahaina Public Library - 3M Selfcheck 6420F
- Oahu:
  - Aiea Public Library (2 units) – 3M Selfcheck 6420F
  - Kapolei Public Library - 3M Selfcheck 6420F
  - Manoa Public Library - 3M Selfcheck 6420F
  - Nanakuli Public Library (2 units) selfCheck 500 full height kiosk; (3) RFID workstation shielded; (1) RFID gate Direct mount, 3 aisle.

Upgrade, Trade, Buyback, Recycle Option (Section 3.2.5) is added as an additional line item on the Revised Offer Form OF-2 for the bid response.

## QUESTION #2

Page 5, Section 4.2. Could the library please provide specific gate requirements broken down by branch location to total to the requested 69 units? For example, Branch A: 5 pedestals, 4 aisles, aisle width xx inches; Branch B: 2 pedestals, 1 aisle, aisle width xx inches, etc.

## RESPONSE #2

The 69 units reflect the number of public entrances where we want gates installed. Some locations have more than one (1) public entrance. HSPLS buildings are all very different architecturally and we do not know at this stage how many gates/aisles would be needed for each location, hence our requirement to have both standard and wide aisle coverage options among the offerings of the vendor.

This is a listing of all library locations with collection total, number of Kiosk, Entrances, Workstations and Wand Readers.

July 2022 Collection Total	Island	Library	# of Kiosk	# of Entrances	# of Workstations	# of Wand Readers
207,273	Hawaii	Hilo	2	2	4	2
17,218	Hawaii	Honokaa	1	1	2	1
47,328	Hawaii	Kailua-Kona	2	1	3	1
34,712	Hawaii	Keaau	1	1	3	1
20,398	Hawaii	Kealakekua	1	1	2	1
23,640	Hawaii	Laupahoehoe	1	1	3	1
22,352	Hawaii	Mountain View	1	1	2	1
9,621	Hawaii	Naalehu	1	1	2	1
21,429	Hawaii	North Kohala	1	1	3	1
12,212	Hawaii	Pahala	1	3	2	1
34,096	Hawaii	Pahoa	1	1	3	1
42,031	Hawaii	Thelma Parker	1	1	3	1
24,293	Kauai	Hanapele	1	2	3	1
33,971	Kauai	Kapaa	1	1	3	1
27,614	Kauai	Koloa	1	2	2	1
70,824	Kauai	Lihue	2	2	3	1
44,594	Kauai	Princeville	1	1	3	1
22,017	Kauai	Waimea	1	2	3	1
27,211	Maui	Hana	1	1	2	1
81,579	Maui	Kahului	2	1	3	1
62,849	Maui	Kihei	1	1	3	1
22,438	Maui	Lahaina	1	2	3	1
31,215	Maui	Lanai	1	1	2	1
32,713	Maui	Makawao	2	1	3	1
27,290	Maui	Molokai	1	1	2	1
48,022	Maui	Wailuku	2	3	4	1
78,613	Oahu	Aiea	2	1	3	1
57,738	Oahu	Aina Haina	2	2	3	1
61,431	Oahu	Ewa Beach	1	1	3	1
61,940	Oahu	Hawaii Kai	2	2	3	1
536,781	Oahu	Hawaii State Library	3	2	4	4
41,794	Oahu	Kahuku	1	1	3	1
66,304	Oahu	Kailua	1	2	3	1
82,244	Oahu	Kaimuki	2	1	3	1
49,390	Oahu	Kalihi	1	1	3	1
86,464	Oahu	Kaneohe	2	1	3	1

July 2022 Collection Total	Island	Library	# of Kiosk	# of Entrances	# of Workstations	# of Wand Readers
140,712	Oahu	Kapolei	2	2	4	2
47,241	Oahu	LBDP	1	1	3	1
54,942	Oahu	Liliha	1	1	3	1
62,963	Oahu	Manoa	2	1	4	1
78,303	Oahu	McCully	2	2	3	1
74,043	Oahu	Mililani	2	1	4	1
39,601	Oahu	Nanakuli	2	1	3	1
71,412	Oahu	Pearl City	2	2	3	1
63,454	Oahu	Salt Lake	1	1	3	1
50,242	Oahu	Wahiawa	1	2	3	1
37,468	Oahu	Waialua	1	1	2	1
42,598	Oahu	Waianae	1	1	3	1
32,305	Oahu	Waikiki	1	1	3	1
41,177	Oahu	Waimanalo	1	1	3	1
60,366	Oahu	Waipaho	1	1	3	1
	Oahu	LSS			2	1
	Oahu	TSS Processing			2	
<b>3,068,466</b>			<b>70</b>	<b>69</b>	<b>153</b>	<b>57</b>

Here are the Door images:

### HAWAII ISLAND LIBRARIES

Hilo



Honokaa



Kailua-Kona



Keaau



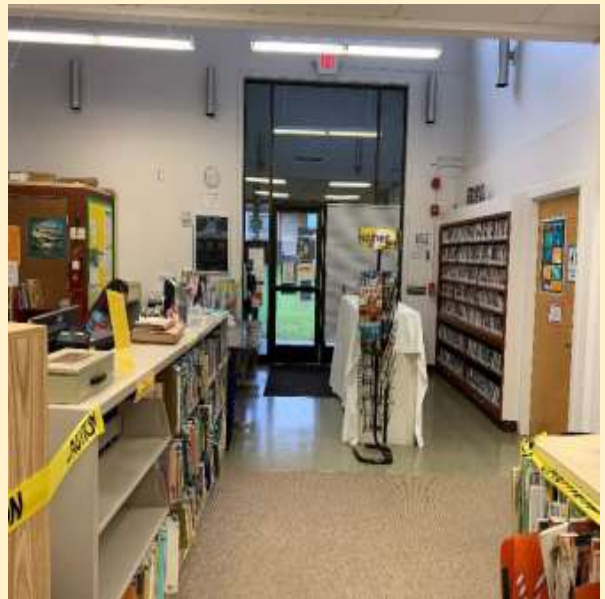
Kealahou



Laupahoehoe



Mountain View



Naalehu



North Kohala





Pahala



Pahoa



Thelma Parker

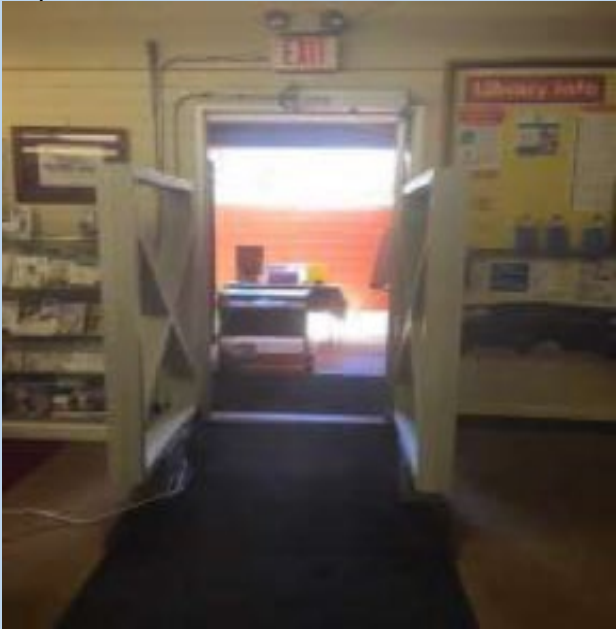


### KAUAI LIBRARIES

Hanapepe



Kapaa



Koloa



Lihue





Princeville



Waimea



## MAUI LIBRARIES

Hana



Kahului



Kihei



Molokai



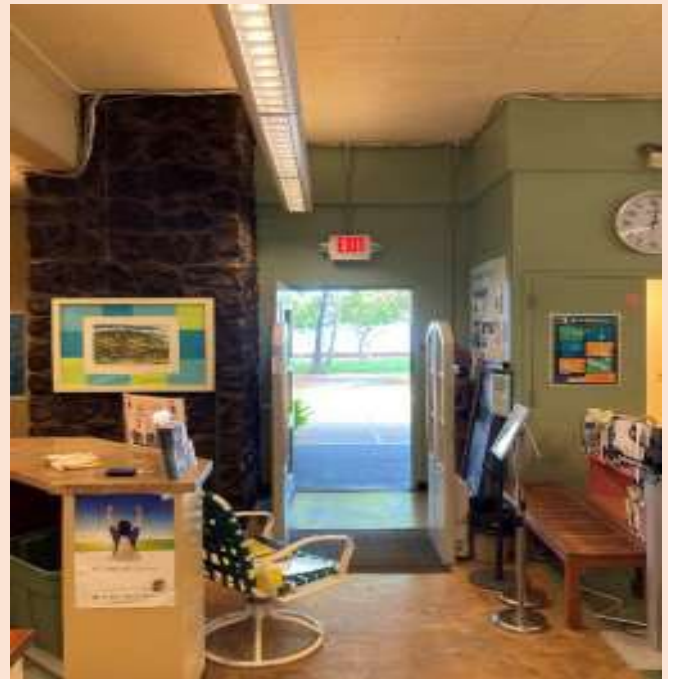
Lanai



Makawao



Lahaina





Wailuku



### OAHU LIBRARIES

Aiea



Aiea Haina



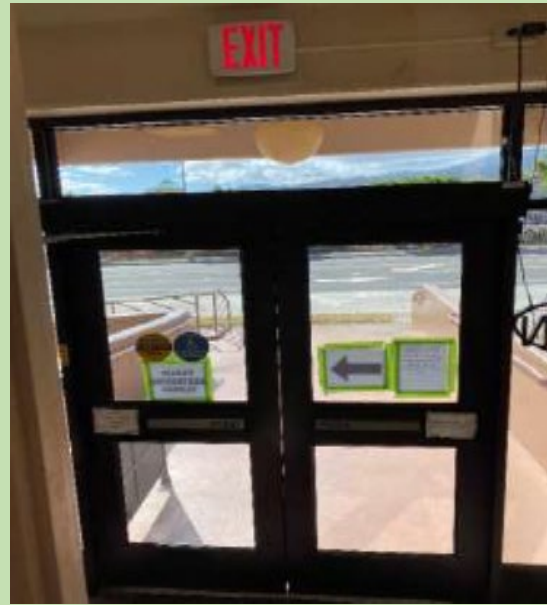
Ewa Beach



Hawaii State Library



Hawaii Kai



Kailua



Kahuku



Kaimuki





Kalihi



Kaneohe



Kapolei



Library for the Blind & Print Disabled (LBPDP)



Liliha





Manoa



McCully



Mililani



Nanakuli



Pearl City



Salt Lake



Waiialua



Wahiawa



Waianae



Waikiki





Waimanalo



Waipahu



**QUESTION #3**

Could the library please provide specific information regarding the number of items to be tagged by branch, preferably broken down further by item type? For example, Branch A: 25,000 books, 2,000 media. Branch B: 100,000 books, 5,000 media, etc. What type of tags is the library requesting for media purposes?

**RESPONSE #3**

See Response #2 - listing of all library locations with collection total, number of Kiosk, Entrances, Workstations and Wand Readers. We are not looking at purchasing media tags at this time. Our intent is to have AV cases tagged as needed with the standard book tag.

**QUESTION #4**

Page 9, Section 5.1, 1 - Is the library requesting vendors to provide a quote for performing all tagging services or is the library requesting a quote for equipment to be provided for staff to tag the collection? Could the library please clarify whether we should include pricing for tagging services and/or mobile tagging equipment rental with the Offer form? We don't currently see a line item for this.

**RESPONSE #4**

HSPLS intends to have current staff tag the collection. Information about project implementation and conversion (tagging) system requirements can be found in section 5.1.

Project Implementation / Conversion System is added as a line item on the Revised Offer Form OF-2 for the bid response.

**QUESTION #5**

Page 6, Section 4.4 Circulation/Technical Services Staff Workstation (includes RFID Pad, software and other requirements) Is the library providing PC's, monitors, printers and barcode scanners for each of these staff workstations?

**RESPONSE #5**

YES



**QUESTION #6**

Does each library have WiFi access for staff functions and the public at each branch?

**RESPONSE #6**

YES

**QUESTION #7**

What types of RFID tags, RFID data model, and RFID equipment are in use at Nanakuli Public Library?

**RESPONSE #7**

Nanakuli Public Library (2 units) selfCheck 500 full height kiosk; (3) RFID workstation shielded); (1) RFID gate Direct mount, 3 aisle; square tag + printing in black (ISO 18000-3, ISO 15693, ISO 28560-1)

**QUESTION #8**

What is the current theft detection system? Are current gates operable? Is the library removing the current gates?

**RESPONSE #8**

25 locations currently have 3M security gates. 3M Gates vary in their current operability. One additional location at Nanakuli also has gate. See Response #7 for specifics.

Vendor should provide options for disposal/recycling of existing gates. Disposal / Recycle of Existing 3M Gates is added as a line item in the Revised Offer Form OF-02 for the bid response.

List of Libraries with 3M Security Gate Models:

Model #	Library	Island
1355	Kailua Kaheohe Pahoa	Oahu Oahu Hawaii
1350	Kailua-Kona	Hawaii
1365	Ewa Beach Kaimuki Salt Lake Kahului Kihei Keaau Thelma Parker	Oahu Oahu Oahu Maui Maui Hawaii Hawaii
1370	Lihue	Kauai
1850	Waianae	Oahu
2300	Hawaii State Library Hilo	Oahu Hawaii
2302	Kahuku Kaimuki Kapolei Liliha	Oahu Oahu Oahu Oahu
2302BP	Princeville Waipahu	Kauai Oahu
3801	Aiea Manoa Lahaina	Oahu Oahu Maui

**QUESTION #9**

Will the library assign a project manager/team to work with the project manager/team provided by the vendor to coordinate the project?

**RESPONSE #9**

YES

**QUESTION #10**

Page 5, Section 4.1, 13 Do the self-check interfaces at all locations need the ability to select from 65+ languages?

**RESPONSE #10**

YES

**QUESTION #11**

Page 5 What are the language options available for messages that are passed to the self-checkout unit from the ILS via SIP2?

**RESPONSE #11**

Requirement based upon current Bibliotheca selfCheck 500 installed at Nanakuli.

**QUESTION #12**

Page 5, Section 4.6, 6 Does the library want the printed logo on the RFID tag to be one color or more than one color?

**RESPONSE #12**

All printing will be black.

**QUESTION #13**

Could the library please specify the tax rate that vendors should apply when quoting?

**RESPONSE #13**

Appendix A includes a listing of all branch locations and relevant support offices. As stated in 2.1, all locations should be considered as points of delivery.

This is the tax rate for goods and services for the following islands:

- 4.166% - Maui
- 4.712% - Oahu, Kauai and Hawaii

See Response #2 - listing of all library locations with collection total, number of Kiosk, Entrances, Workstations and Wand Readers for the library locations and the number of proposed components per location.

**QUESTION #14**

Page 20 "Preparation of Offer." The provision states that submitting more than one offer per line item will result in rejection of the offer for that line item. Elsewhere in the proposal, the library asks to see options for both wide- and standard-aisle gates—and, we would appreciate the opportunity to quote some different self-checkout form factor options for the library. Could the library please confirm for us the best way to showcase additional and/or alternative options? To

confirm—may vendors submit additional pricing documentation (for options, alternatives, etc.) as long as we only submit one offer per line on the OF-2 form?

**RESPONSE #14**

Yes, use Offer Form OF-2 to submit one offer per line item. You may include additional documentation for alternative options we may wish to consider, referencing the specific line item and noting it as an alternative option.

**QUESTION #15**

Where is the barcode located on materials?

**RESPONSE #15**

Barcodes are located either on inside front cover or on front flyleaf of HSPLS books.

**QUESTION #16**

What percentage of your collection is checked out at a time?

**RESPONSE #16**

~2%

**QUESTION #17**

Are you able to provide gate measurements?

**RESPONSE #17**

See Response #2.

**QUESTION #18**

Is the library able to provide photos of the main entrance of all libraries?

**RESPONSE #18**

See Response #2.

**QUESTION #19**

How many columns will need to be replaced?

**RESPONSE #19**

See Response #2.

**QUESTION #20**

Will the Library require removal and/or disposal of any existing equipment?

**RESPONSE #19**

See Response #1 and 8.



**ATTACHMENT 1  
REVISED OFFER FORM OF-1**

**Radio Frequency Identification (RFID) System  
Hawaii State Public Library System  
HSPLS RFP-23-01**

Hawaii State Public Library System  
Administrative Services Branch  
44 Merchant St.  
Honolulu, Hawaii 96813

Dear Sir or Madam:

The undersigned has carefully read and understands the terms and conditions specified in the Specifications, Special Provisions and the General Conditions (Form AG-008) attached hereto; and hereby submits the following offer to perform the work specified herein, all in accordance with the true intent and meaning thereof.

The undersigned further understands and agrees that by submitting this offer, he/she is declaring his/her offer is not in violation of Chapter 84, Hawaii Revised Statutes, concerning prohibited State contracts, and 2) he/she is certifying that the price(s) submitted was (were) independently arrived at without collusion.

The undersigned represents: (Check  one only)

- A Hawaii business incorporated or organized under the laws of the State of Hawaii; or
- A Compliant Non-Hawaii business not incorporated or organized under the laws of the State of Hawaii, but registered at the State of Hawaii Department of Commerce and Consumer Affairs Business Registration Division to do business in the State of Hawaii.

State of incorporation: \_\_\_\_\_

Offeror is:  Sole Proprietor    Partnership    \*Corporation    Joint Venture    Other \_\_\_\_\_

Federal I.D. No.: \_\_\_\_\_

Hawaii General Excise Tax License I.D. No.: \_\_\_\_\_

Payment address (other than street address below): \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Business address (street address): \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Respectfully submitted,

Date: \_\_\_\_\_

(x) \_\_\_\_\_  
Authorized Signature (Original)

Telephone No.: \_\_\_\_\_

\_\_\_\_\_  
Name and Title (Please type or Print)

Fax No.: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

\* \_\_\_\_\_  
Exact Legal Name of Company (Offeror)

\*If Bidder is a "dba" or a "division" of a corporation, furnish the exact legal name of the corporation under which the awarded contract will be executed.

**ATTACHMENT 1  
REVISED OFFER FORM OF-2**

The following is a bid for HSPLS RFP-23-01: Radio Frequency Identification (RFID) System.  
Tax is included in the Unit Price.

<b>PRODUCTS /SERVICES</b>	<b>QUANTITY</b>	<b>UNIT PRICE</b>	<b>TOTAL PRICE</b>
<b>Self-checkout stations with patron-facing software</b> (kiosk-includes ALL hardware, software & standalone capability)	70		\$
<b>RFID Gate Detection System</b>	69		\$
<b>Circulation/Technical Services Staff Workstation</b> (includes RFID pad, software and other requirements)	153		\$
<b>Portable Handheld Reader / Inventory Wand / Shelf Management Tool</b>	57		\$
<b>RFID Tags – blank tags for conversion</b>	3,000,000		\$
<b>Tags – encoded/printed for new items</b>	300,000		\$
Central Management Software Solution			
Project Implementation / Conversion System			
Installation			
Shipping			
Training			
Support			
Hardware Maintenance			
Software Licensing/Maintenance			
Annual Service/Maintenance Costs (Year 1, 2, 3, 4)	4 Years		
Upgrade, Trade, Buyback, Recycle Option (Section 3.2.5)			
Disposal/Recycle of Existing 3M gates			
<b>TOTAL SUM BID (Amount to be entered to HlePRO)</b>			<b>\$</b>

<b>REFERENCES:</b> List the names, addresses, phone and primary contact of three (3) companies or government agencies for whom Offeror is currently providing such a system, specifically, public libraries who are currently SirsiDynix/Horizon customers:
1.
2.
3.

<b>OFFEROR:</b>	
Company:	
Name & Title:	
Phone & Email:	