

Questions Received Regarding Reference RFP

1. It is unclear to us how to develop the budget portion of our response. Are we correct in our assumption that each center is being allocated \$87,000 to provide services to libraries and residents within the region and that the \$87,000 will be allocated as directed in the budget lines found in Appendix D?

SEMLS asks each RFP responder to develop budgets for:

- (1) reference service to residents, and
- (2) reference service to libraries.

Also included is an "other" component to the budget. SEMLS seeks to fund each question to libraries at \$35 per question. Our projected number of questions for FY 2011 is 500. Based on these numbers, SEMLS wishes to pay \$17,500 for this service. SEMLS seeks to fund each question to residents at \$7 per question. Based on 10,000 questions (FY 2011 outcome); SEMLS wishes to pay \$70,000 for this service.

2. In the Salary and Benefits section of the budget are we allowed only to include the salary of 1.2 FTEs?

SEMLS provided statistics on FTE employees to guide potential bidders in the development of the budget. SEMLS expects bidders to tell us how they will allocate staff and resources to meet these services.

3. Based on the funding formula as we understand it, how will the center receive funding if the number of questions falls above or below the anticipated number of questions --- 10,000 questions from residents at \$7.00 per question and 500 questions from libraries at \$35.00 per question?

SEMLS will negotiate with the successful bidder(s) each year of the agreement. SEMLS will use the previous year's statistics plus a yearly standards checklist to adjust funding (up or down) for years 2 and 3 of the agreement.

4. Has SEMLS eliminated workshops, onsite consulting, newsletter articles and Mass Answers from the responsibilities of the Centers? If not, how is the cost of providing these services being reimbursed to the centers?

In the RFP, SEMLS asks Regional Reference and Research Centers to provide Reference to Libraries and Reference to Residents. SEMLS is not asking a potential Regional Reference and Research Center to provide any other services.

5. If we are correct in our assumptions, why has the budget been reduced to such an extent given the fact that local communities are required to invest large sums to meet Minimum Standards for Reference and Research Centers as voted by the MBLC through FY2011 on December 11, 2008.

The Minimum Standards for Reference and Research Centers approved by the MBLC on December 11, 2008 were designed to assist the regions and its members in the selection of Regional Reference and Research Centers. The Standards limit the number of libraries that are qualified to serve as Regional Reference and Research Centers. SEMLS sees the funding of the services provided by a Reference and Research Center to be above and beyond these standards. Statistics provided in Appendix B show that use of this program has decreased.