

ANNE ARUNDEL COUNTY PUBLIC LIBRARY  
Finance Office  
5 Harry S Truman Pkwy  
Annapolis, MD 21401  
410-222-7065

ADDENDUM NO. 4

March 28, 2022

RFP 22-02  
LIBRARY MANAGEMENT SYSTEM

**TO ALL OFFERORS:**

PLEASE NOTE THE FOLLOWING INFORMATION:

**QUESTIONS:**

1. RFP item 3.3 states that the contract shall be in effect for a minimum of 5 years. RFP item 4.2.2 states "...the Offeror shall quote a firm, fixed, lump sum price to complete the entire scope of work described in this RFP." The Proposal Cost Form on Page 41 requests only one lump sum dollar amount to be entered. Can you please confirm if this one lump sum dollar amount should be the cost for all 5 years of the contract, or for just the first year?

The lump sum dollar amount should be for the entire scope of work, which is the cost for all 5 years of the contract.

2. A proposal deposit is mentioned several times in the RFP with the verbiage "If required by the Solicitation." Is a proposal deposit actually required?

No, no deposit is required under this solicitation.

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**NOTE: THIS ADDENDUM AND ACKNOWLEDGEMENT SHALL ACCOMPANY THE PROPOSAL TO MAKE IT VALID. A PROPOSAL MAY BE REJECTED IF ANY ADDENDUM IS NOT SIGNED AND SUBMITTED WITH THE PROPOSAL.**

**Return to:**

Anne Arundel County Public Library  
Finance Department  
5 Harry S Truman Parkway  
Annapolis, MD 21401  
Attn: Christy Potts

Sir/Madam:

This will acknowledge receipt of **Addendum No. 4 to RFP 22-02 LIBRARY MANAGEMENT SYSTEM.**

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

FIRM NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_