

**Southern Maryland Regional Library Association  
Request for Proposal for Delivery Study**

**Responses to Bidder Inquiries**

<b>No.</b>	<b>Question</b>	<b>Response</b>
1	Do you have a timeline for completing the project?	If it could be completed by the end of our fiscal year which ends June 30, 2023.
2	Is the specific volume of shipping by libraries available or is that something you expect to be gathered during the study?	The RFP says 190 boxes. New materials are about 65,000-70,000 items a year. We also have interlibrary loan coming from Marina which is our statewide system. Every day (Mon-Fri) the delivery team delivers a minimum of 12 totes to every branch plus 11-20 totes of new material. Routing interlibrary, Marina, and regional lending activity is about 132-192 totes per day Mon-Fri. The totes are 22" long, 12 ¾" wide, and 12 ¾" tall. We could probably get more specific numbers and get back to you with that information.
3	I am writing to point out a discrepancy on Page 10 in the Notice of Request for Proposals – Delivery Study, which states, “Certifications The Respondent must complete the certifications (Attachments I, J, K and L) and return them with the proposal package.”I found an Attachment H, Certificate of independent Price Determination. However, I could not locate Attachments I, J, K, or L.	Thank you for your question. Please fill out the attachments included in the RFP request: B, C, D, E, F, G, & H.