Database Vendor Request for Proposal
2022

Background

The Colorado Library Consortium (CLiC) is a non-profit organization that provides support to libraries across the state. Services include: operating a statewide courier system that transfers materials between libraries; coordination of cooperative purchases to save libraries money; talent development events and in-the-field consulting; and a union catalog that enables more than 120 small libraries across the state to share resources. While CLiC's member libraries include every-size public, academic, school, and special library, **not all Colorado libraries participate in all CLiC services**.

> ## Mission
> Connecting. Energizing. Inspiring. Services for libraries throughout Colorado.

Why Your Company Matters to Us

CLiC's cooperative purchasing program is built on the understanding that vendor partners serve an important role in the library ecosystem, offering valuable products for delivery by libraries to their patrons. CLiC's role is to identify, select, negotiate, implement, support, and market vendor products that libraries choose for their communities, to ensure cost-effective value for taxpayers. *CLiC contracts and licenses a variety of electronic resources on behalf of all types of Colorado libraries and their patrons.*

Brief History and Context

CLiC's largest cooperative-purchase offering is the "statewide database package." The current package was established from a lengthy and committee-driven RFP process completed in 2017. EBSCO won the bid with a 25-database package. CLiC also negotiated smaller packages with other vendors, because Colorado is not a one-size-fits-all state, and libraries request choices.

Unlike some states, the State of Colorado does not currently provide centralized funding to support or subsidize statewide licensing of any databases. Library participation in ANY of CLiC's cooperative-purchased products, including the state package, is voluntary. **It's a pay-to-play program for the libraries.**

For a typical cooperatively-purchased product, participating libraries contribute money. The aggregation of those funds allows CLiC to "buy bulk." Through cooperative purchasing, libraries are able to save money over "going it alone," **and**

vendor partners realize a net profit greater than what they can accomplish by expensive and intensive activities direct selling to multiple libraries -- ultimately only landing a portion of those libraries as customers.

In contrast, by working with CLiC, vendor partners benefit from the arrangement by working with a single entity for billing and renewals, and by working in a vendor-friendly partnership/relationship with CLiC to promote products. **Vendors are able to sell at a higher volume rather than trying to sign each library individually**.

The Crux of this SPECIFIC RFP

CLiC is seeking bids for a multi-year contract for one or more database packages to offer through the CLiC state package starting July 1, 2022.

Audience and Environment

Up-to-date demographic information about Colorado's academic, public, and school libraries can be accessed at www.lrs.org. **In addition, an Excel spreadsheet with information about participants in the current statewide package can be supplied upon request**. In the spreadsheet, K-12 schools are listed at the individual school level. In Colorado, schools purchase at the individual school level. Schools do not purchase (with a few exceptions) at the district level.

Schools and libraries have undergone many changes the past few years. Erosion in state funding has led to drastically-reduced budgets for many. Some schools have established partnerships with public libraries, including card programs. Upcoming change: community colleges are consolidating under a single, centralized entity.

Participants of the statewide package of databases as of July 1, 2021:

Library Type	Number Subscribing
Academic	25
Community College	18
Public	66
High Schools	66
Middle Schools	19
Elementary Schools	8
K- 12	13
K-8	3
6-12	2
Total	**220**

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Submission Details

CLiC welcomes dialogue with prospective vendor partners and creativity when it comes to possible proposals. Unlike RFPs coming from stringent bureaucratic organizations involving labor-intensive procurement rules, CLiC is equipped to consider all manner of responses. For example:

Prospective vendor partners may:
- submit a single price for a proposed general one-size-fits-many package;
- submit subdivided pricing for thematic collections of databases;
- submit various combinations of databases and related products;

Vendors lacking general-purpose databases will NOT be disqualified.

CLiC values your time, and does NOT require a novel-sized, 20+ page document of excruciating detail. If your response is longer than this RFP, it's probably too long.

Please submit any price quotes electronically and please limit written responses to no more than 3-5 core pages, but feel free to include any attachments that are directly relevant (including marketing materials).

The proposal **MUST include** a detailed explanation of how the pricing was determined, along with evidence of how the unified pricing represents a cost savings when compared to typical retail pricing that is offered to single libraries.

Send proposals/responses to both of the individuals listed below. Contact the Cooperative Products Manager with questions. When sending email, please cc: the Executive Director.

James Duncan	**Kira Zimmerman**
Executive Director	Cooperative Products Manager
Colorado Library Consortium	Colorado Library Consortium
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303-422-1150	303-422-1150
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CLiC's Current (Subject to Change) Timeline:

Date	Activity
January 11, 2022	RFP Issued
February 4, 2022	Vendor Responses Due
February 7 – 14, 2022	Please be prepared with Trials, Demos, and Webinars for taskforce to review during these 2 weeks
February 21 – March 4, 2022	Vendor Chosen, Contract Negotiation and Signing

A Bit About CLiC's Review Process

This RFP is issued with the intent of soliciting conversations with and proposals from (including cost quotes) database and e-resource vendors that have products able to satisfy the needs of a statewide consortium of all library types. To fully understand the information contained in any vendor responses, CLiC may seek further clarification. **Likewise, we welcome any of your questions.** Conversations may be conducted via web, telephone, or face-to-face meetings with vendor representatives. Awarding of one or more contracts will not be based solely on price, but instead a mix of variables, including but not limited to:

- Flexibility of the prospective vendor-partner in working with CLiC on a shared goal of saving libraries money while ensuring profit for the vendor;
- Content and coverage, value for target audience, features and functions;
- Interfaces (user experience); administrative tools; statistics and other "behind-the-scenes" offerings;
- Evidence of ongoing R&D of the vendor's product to keep pace with library needs, technology trends, etc.

Since one size does not fit all, we request options for participating libraries. One possibility is a core general package price – with additional "add-on" databases geared to specific library types that participating libraries may opt into at discounted rates. Another possibility may be to provide collections of databases specifically geared to types of libraries. **There are likely to be multiple strategies a vendor partner can use, packaging its product offerings in a way that would entice Colorado library participation.**

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Key Points to Further Explain CLiC's Perspective

- CLiC is looking for vendor creativity with several options both terms of products and pricing.
- Resulting contracts MUST allow any library in Colorado to participate, **including libraries that already license the resource(s)**.
- The vendor must be prepared to partner with CLiC, and be committed to not undermining the contract by selling the same product directly to a Colorado library at a lower cost. If the vendor wishes to lower its prices, it must contact CLiC to discuss contract revisions.
- One or more vendors may be selected for contract negotiations.
- CLiC reserves the right to award NO contracts.
- CLiC staff will evaluate the proposals, and CLiC is entitled to solicit input from the library community with regard to the vendor's products.
- CLiC will hold confidential ANY and ALL pricing tiers and cost quotes provided by the vendor. CLiC is prepared to sign a non-disclosure agreement should the vendor partner require such documentation. *However, be advised that CLiC is subject to CORA (Colorado Open Record Act) requests.*
- No formal "bidder's conference" will be held. Questions may be submitted via e-mail or via phone. All questions will be anonymized, and answers will be distributed to all potential vendor partners that have indicated an interest in responding to the RFP.
- After reviewing responses CLiC may contact vendors to discuss products in greater detail, may set up trials or schedule demos, and may facilitate webinars (see timeline).

Selection Criteria

Colorado libraries are looking for options. CLiC will be evaluating vendor responses based on input from the library community, and will review features, content, coverage, and pricing.

As indicated previously, a vendor may submit a single price for a proposed general one-size-fits-many package, or submit subdivided pricing for thematic collections of databases, or any combination of possibilities the prospective vendor partner wishes to propose. **CLiC is looking for creativity from vendor partners in assembling options available to libraries, including multi-year contracts, etc.**

For specialty vendors that do not offer a general-purpose product (or set of products), a response must detail the intended type of library that would find value in the product, along with detail about how a cooperative-purchase deal with CLiC (serving multiple libraries) represents a cost savings **when compared to** typical retail pricing that is offered to single libraries.

Vendor-proposed products may range across a variety of topics and types. Libraries throughout the state have expressed their needs and desire for database and related e-content products geared to their patrons/students. A listing of topics (below) illustrates some of those highlighted needs.

K-12 Libraries want:	2-Year College Libraries want:	Public Libraries want:
- Encyclopedia - Points of View/Opposing Viewpoints (current issues) - Geography - History - Science - General Academic (age appropriate) - Current Newspapers - Diversity - Literature	- General Academic - Auto Repair - Legal - Newspapers - Business - Current Events - Diversity **4-Year College Libraries want:** - General Academic - Business - Academic Social Sciences - Psychology - Newspapers - Diversity - Theological - Art - Literature	- Consumer Health - Auto & Small Engine Repair - Language Learning - Legal - Reader's Advisory - Testing (GED, GRE) - Genealogy - General Reference (Geared toward public libraries) - Diversity

Generally-Understood Elements Related to Selection

For any product, the vendor should be prepared to describe its ability to provide the indicated product, the capabilities of that product and the quality of the content contained. **Any features for which there is an additional cost should be clearly identified and the cost or basis of cost of those features should be clearly and completely stated**.

In any vendor-partner relationship, CLiC is interested not just in delivery of e-resources/products, but how to best support the product. Specifically, CLiC is interested in learning:

- what types of free vs. fee-based training are offered;
- the support infrastructure provided by the vendor and the manner in which individual subscribing libraries would receive support;
- the kind of administrative settings CLiC staff would be able to access on behalf of individual libraries to better support them;
- and any other aspects of the vendor's platform/solution that offers opportunities for CLiC to partner with the vendor.

Wrap-up Statement

Consider this the start of a conversation, or rather, the "beginning of a beautiful friendship." Let's talk.