

**Request for Proposals for  
Digital Asset Management System  
(DAMS)**

**RFP # 0323-1**

**Questions and Answers**

**March 22, 2023**

- Q1. Would there be a budget for this RFP?
- A1. This question seeks information that is not required to submit a responsive proposal.
- Q2. Even though all of the scenarios are not to be demoed, should we assume that future development would include the other areas?
- A2. Yes, we want a system that meets all our requirements and usage scenarios. Review all of the all requirements documents and address how your proposed solution meets the items outlined.
- Q3. Can you please help clarify the documents for the RFP? The file, RFP DAMS -final.pdf, seems to be referencing files that cannot be found at: <https://www.queenslibrary.org/about-us/procurement-opportunities>
- A. Appendix 1 – DAMS - Usage Scenarios, this not posted though there is a file "Attachment 1 - FORMS for RFP.pdf" and also "RFI Digital Asset Management System - Usage Scenarios.pdf"
  - B. Appendix 2- QPL requirements excel document, this is not posted though there is a file "Appendix 2- QPL requirements excel document.pdf"
- A3. The RFP solicitation provides a DropBox link where those 2 files can be accessed. <https://www.dropbox.com/scl/fo/lew3rimcd1wn48blt1aas/h?dl=0&rlkey=iqfqvi3yqc1u4flsotno996ht>
- Q4. On page 9 of the RFP, the Queens Public Library states: "Identify if your entire or partial solution is now or can be made available to the Library through a government contract such as GSA, NYS OGS, etc."
- "Can you please expand on the etc., we are able to provide the services under Texas DBITs or Omnia as a contract vehicle or through a reseller partner such as [reseller] via Omnia, would that be acceptable?"
- A4. A proposal submitted with the partnership of a reseller using a government contract such as Omnia, Sourcewell, NYCDCAS, MASS OSD or other government contracts, where the initiating agency permits other government agencies to use, will be considered by the Library. Please clearly indicate which parts of the solution and or work are eligible to be purchased through the referenced government contract.