

RFP Proposal #12-015: **A New York Statewide On-Line Registration System for Participation in the Statewide Summer Reading Program**

Q and A

Q1. How many internal users' licenses will be required for this project?

Up to 800 internal users' licenses will be required for the software.

Q2. Approximately how many individuals per month will be accessing the portal?

The software should be able to accommodate 2 million individual users per month.

Q3. Is the maximum allowable cost a base cost with all participating libraries paying supplementary fees, or is it meant to cover all costs including configuration, hosting and support for all interested libraries?

The maximum allowable cost is to cover the entire product. Libraries cannot be charged supplemental fees for this product.

Q4. Does the maximum allowable cost of the project \$50,000 assume a certain level of library participation? Configuration, hosting, and support are an important part of the work involved on this project, and that has a specific per-library cost, whether 10 or 800 libraries participate. The funding available per library, however, would vary drastically depending on participation rate.

The maximum allowable annual cost of the project does not require a certain level of library participation.

Q5. Group registration: Group registration functionality could be handled in a number of ways. Do you have a specific workflow in mind for this process? How are the responsible individuals identified and authority allocated in that workflow?

"Group Registration" refers to a library registering a group so that all reading information can be tracked for that particular group as a whole. This can be used for a child care center, school class, or other community group. A library could choose to use this feature to meet needs of their community.

Q6. A system of inventory control: We assume this relates to prizes. Can you elaborate on the expected functionality?

A "System of Inventory Control" would allow a library to input all prizes that can be awarded to reading program participants. It would allow the library to keep track of prizes given-out and those remaining.