



# SAN JOAQUIN VALLEY LIBRARY SYSTEM

ADMINISTRATIVE HEADQUARTERS  
2420 Mariposa Street, Fresno, CA 93721

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## AWARD NOTICE

May 28, 2024

Backstage Library Works  
Beth Ann Goodwill  
25 East 1700 South,  
Provo, UT 84606

Subject: Award of Request for Proposal No. RFP 24-004

San Joaquin Valley Library System (SJVLS) has completed its evaluation of all proposals submitted in response to its Request for Proposal No. 24-004 Original Cataloging Services.

After Administrative Council approval, award will be made to Backstage Library Works, the most responsive, responsible bidder whose response has been determined to be the most advantageous to SJVLS.

Attached is quotation schedule for bid.

We acknowledge and appreciate the time and effort devoted to the preparation of your proposal. We will be in touch to formally enter into contract and to submit vendor set up forms.

If you have any questions, please contact me at phone (559) 600-6256 or email [christopher.wymer@sjvls.org](mailto:christopher.wymer@sjvls.org).

Sincerely,

A handwritten signature in blue ink that reads "Chris Wymer".

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Chris Wymer,

Administrative Librarian

2420 Mariposa Street, 2<sup>nd</sup> floor  
Fresno, CA 93721

Date: 5/28/2024

COST PROPOSAL



QUOTE FOR CATALOGING SERVICES

April 19, 2024

San Joaquin Valley Library System

2420 Mariposa Street  
Fresno, California 93721

Chris Wymer

559-600-6256

christopher.wymer@sjvls.org

Original Cataloging

Full-level cataloging of monographs, serials, and audiovisual items via Client-provided digital surrogate files.

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OFF-SITE PROJECT	UNIT PRICE	UNITS	EXTENDED PRICE
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Full-level original cataloging for monographs, serials, and audiovisual items with specific instructions as indicated in the San Joaquin Valley Library System RFP, dated March 18, 2024. Tiered cataloging pricing is provided by language group with surcharge fees applicable to non-monographic formats (e.g., serials and audiovisual).

For multi-volume works with more than five (5) volumes to be processed within that work's record, a **Surplus Volume Processing** fee will be charged per additional volume beyond five (5).

Language groups include:

**Language Group A:** English.

**Language Group B:** Basque, French, German, Portuguese, and Spanish.

**Language Group C:** Arabic, Chinese, Japanese, Korean, Russian, Tagalog, & Vietnamese.

**Language Group D:** Gujarati, Hindi, and Punjabi.

Language Group A (English)

Original Cataloging, price per record	\$	26.60	TBD	Actual
Surplus Volume Processing, price per volume	\$	1.00	TBD	Actual
Serials Format Processing Surcharge, price per record	\$	3.00	TBD	Actual
Audiovisual Format Processing Surcharge, price per record	\$	6.00	TBD	Actual

Language Group B

Original Cataloging, price per record	\$	39.50	TBD	Actual
Surplus Volume Processing, price per volume	\$	1.50	TBD	Actual

Serials Format Processing Surcharge, price per record	\$	3.00	TBD	Actual
Audiovisual Format Processing Surcharge, price per record	\$	6.00	TBD	Actual

**Language Group C**

Original Cataloging, price per record	\$	52.00	TBD	Actual
Surplus Volume Processing, price per volume	\$	2.00	TBD	Actual
Serials Format Processing Surcharge, price per record	\$	3.00	TBD	Actual
Audiovisual Format Processing Surcharge, price per record	\$	6.00	TBD	Actual

**Language Group D**

Original Cataloging, price per record	\$	53.00	TBD	Actual
Surplus Volume Processing, price per volume	\$	2.00	TBD	Actual
Serials Format Processing Surcharge, price per record	\$	3.00	TBD	Actual
Audiovisual Format Processing Surcharge, price per record	\$	6.00	TBD	Actual

Verification of Deliverables via Pre-production Sampling				Included
Quality Control Testing				Included
Delivery of Completed Records				Included
<b>Comprehensive Quality Guarantee</b>				Included

All work performed by Backstage Library Works is delivered with our exclusive lifetime guarantee. We will correct to the client's satisfaction, and at our expense, any problem with our services, no matter when such a problem comes to light.

**TOTAL ESTIMATED PROJECT COST** **TBD**

**TERMS & CONDITIONS:**

1. All prices are in US dollars. Pricing is valid for 6 months from the issue date of the quote. Upon signature, pricing is valid for the course of the project up to 12 months from the date of signature. Ongoing projects and services are renewable on an annual basis, at which time pricing will be reviewed.
2. Unit prices are firm. The final invoice will reflect the actual number of items processed. On-site projects are subject to a minimum cost based on units if the completed project results in fewer than 80% of expected units.
3. If, during production, Backstage Library Works determines that the sample or other information given by the Client does not accurately reflect the actual composition of the collection, the pricing may be re-negotiated.
4. Payment terms: 100% invoiced upon batch completion. For projects over \$20,000, 30% down payment, which will be applied to each invoice, reducing each invoice by 30% until the down payment is depleted. Terms are net 30 days. Interest may be charged on past due accounts.
5. All taxes, if any, are the responsibility of the Client.
6. Please send signed pricing agreements, purchase orders, contracts, or payment notices to your Backstage Account Representative.

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**The parties agree to the attached proposed pricing.**

**For San Joaquin Valley Library System:**

**For Backstage Library Works:**