California Community Colleges Technology Center

Library Services Platform (LSP)
Request for Information

December 4, 2017

California Community Colleges
Library Services Platform (LSP)
Request for Information (RFI)

Library Services Platform Project Description

On behalf of the 114 California community college libraries, the California Community Colleges Chancellor's Office (CCCCO) and the CCC Technology Center (CCCTC) are initiating a state-funded project to obtain a single cloud-based library services platform (LSP) to replace the various ILS systems now in use in any of the 114 libraries which choose to participate. The CCCCO and the CCCTC will partner with the Council of Chief Librarians, California Community College (CCL) to form project governance, develop a project workplan, select representative pilot colleges and complete the procurement process. Once an LSP vendor is chosen and contracted, the project team, CCL and other stakeholders will work with the vendor to assure a successful implementation across the system.

Procurement Objective

This RFI is part of a procurement process that will result in the purchase of a cloud-based Library Services Platform (LSP) and related support services to be deployed and used by the community colleges in California. The objective of this RFI is to identify and explore capabilities and practices of vendors that may be viable providers of products or services necessary to support a LSP for use among the California Community Colleges. Additionally, this RFI process will inform the development of a Request for Proposal (RFP) for a LSP. Information given in the RFI will not be used to pre-qualify vendors for the RFP.

Through the RFI process, CCCTC is looking for features and capabilities that will help specify a *state of the art* cloud-based LSP for use by the 114 colleges in the California Community College system. Interested parties that meet the requirements listed in this document are encouraged to submit responses regarding products and related service offerings. The CCCTC may conduct discussions with specific vendors and other applicants who have submitted responses if there are questions regarding the subject matter requested in the RFI.

All information should be submitted in the format stipulated in this RFI via RFP365. This is not an offer to buy, nor obligation to purchase, on the part of the California Community College Chancellor's Office, the CCC Tech Center, or any individual community college. Interested parties may obtain further information or clarification by emailing abeadle@ccctechcenter.org

Procurement Timeline (Tentative)

Event	Date
Release RFI	December 4, 2017
RFI Requests for Clarification Due	December 8, 2017
RFI Vendor Question Session	December 13, 2017
RFI Responses to Questions Posted	December 15, 2017
RFI Responses Due	January 12, 2018

Release RFP	March 2, 2018
RFP Responses Due	March 30, 2018
Vendor Demonstrations	April 9-12, 2018
Contract Signed	June 30, 2018

Mandatory requirements (Tentative)

A full set of mandatory and desired requirements for the LSP system will be included in the RFP. At a minimum, the chosen partner must meet the following requirements:

- Be able to scale up to implement and support all 114 community colleges.
- Have significant experience hosting LSP applications including supporting a large customer / client base of colleges / universities.
- Be willing to work with the California Community Colleges Technology Center in developing future enhancements to the system to meet CCC requirements.
- Meet Section 508 (29 U.S.C. § 794d)/WCAG 2.0 AA regulations for facilitating access for individuals with disabilities
- Vendor must show support for NIST 800-171 Security Standards as well as SAML compatible Single Sign-On

RFI Responses

Vendor responses to this RFI must be submitted via https://my.rfp365.com/public/rfp/fe34744b-c1e7-4485-abd9-8552e938668c no later than January 12, 2018 at 5:00 PM PST.

Do not embed or include marketing materials within the response. Marketing materials must not be a substitute for written responses. Please fully answer all questions relevant to products and/or services in the response. Do not direct reviewers to supplemental materials instead of responding to the questions in the RFI. Please be specific and succinct in the response.

Information Requested

The RFI can be found at https://my.rfp365.com/public/rfp/fe34744b-c1e7-4485-abd9-8552e938668c

We are soliciting information about your software capabilities and functions in relation to the current and future *state of the art* in Library Systems Platform design and operations. Detailed, but highly concise and focused answers will be most helpful. The responses will be reviewed by staff of the CCCTC, the LSP Project Team and members of the Council of Chief Librarians, California Community Colleges who are experienced in using multiple LSP systems.

Any questions regarding this RFI may be directed to abeadle@ccctechcenter.org.

Responses to questions submitted by vendors will be compiled and made available on RFP365 by December 15, 2017.

Response Format and Submission

Vendors must address all information specified by the RFI. All questions must be answered completely. Please be specific and succinct in your responses.

Please note that it is the vendor's responsibility to ensure that the final response and all other required documents are received by the specified closing date at the address specified above. Vendors will bear all costs associated with preparing and submitting responses to this RFI and any subsequent evaluation phase. CCCTC will in no case be responsible for these costs, regardless of the conduct or outcome of the RFI process.

Responses to this RFI become a matter of public record and shall be regarded as public records, with the exception of those elements in the proposal which are identified by the responder as confidential or proprietary and plainly marked as "Confidential or "Proprietary."