

# KANSAS CITY PUBLIC LIBRARY

## REQUEST FOR PROPOSALS FOR RADIO FREQUENCY IDENTIFICATION(RFID) SYSTEM

February 2, 2026



Kansas City  
Public Library

14 West 10<sup>th</sup> Street  
Kansas City, Missouri 64105

Proposals will be accepted until:

11:00 a.m. (Central Time)  
Friday, February 27, 2026

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# **REQUEST FOR PROPOSALS FOR A RADIO FREQUENCY IDENTIFICATION (RFID) SYSTEM**

## **Instructions to Proposers**

### **General Instructions**

The Kansas City Public Library ("Library") invites qualified applicants to submit proposals for a radio frequency identification ("RFID") system for the Library System.

### **Submission of Proposal**

Proposals may be submitted in hard print copy and/or email to be received no later than 11:00 am (Local Time), February 27, 2026. All correspondence should be marked "**KCPL RFID System**". Please note that if you are submitting your proposal by email the Library must receive the email no later than 11:00 am.

### **Official Contact**

Any questions concerning this Request for Proposals ("RFP") should be submitted via email to:

Jessica Addo  
Kansas City Public Library  
14 West 10<sup>th</sup> Street  
Kansas City, MO 64105  
816-701-3563  
purchasing@kclibrary.org

All questions concerning this RFP must be received no later than **Friday, February 13, 2026 by 5:00 p.m. (Central Time)**.

### **Ownership of Documents**

Any reports, studies, conclusions and summaries prepared by the Proposer shall become the property of the Library.

### **Confidentiality of Information**

Any proprietary information furnished by a Proposer to the Library that is designated confidential shall be treated as confidential to the Library to the extent allowable by law.

### **RFP Awards**

The Library reserves the right to accept or reject any and all proposals, to make a partial award, or to make a multiple vendor award. The acceptance or rejection of any or all proposals and the making of an award or a partial award will be at the sole discretion of the Library. The Library reserves the right to request additional information. The contract shall be awarded to

the qualified Proposer(s), whose proposal (which may include and incorporate the outcome of any subsequent negotiations), is determined to be in the best interests of the Library.

### **Addenda/Cancellation**

The Library may modify or cancel the RFP at any time prior to the RFP due date by issuance of an Addendum or Cancellation to all Proposers who are participating in the process at the time the Addendum/Cancellation is issued. Addenda will be made available and Cancellations will be posted on the Library's RFP/RFQ website (currently: <http://www.kclibrary.org/public-notice>). Proposers should monitor the Library's RFP/RFQ website for updates/information/addenda/cancellations. Verbal modifications to the RFP specifications shall not be binding upon the Library.

### **Clarification of Proposals**

The Library reserves the right to obtain clarification of any point in the proposal or to obtain additional information necessary to properly evaluate a particular proposal. Failure of a Proposer to respond to such a request for additional information or clarification could result in rejection of the proposal.

### **Method of Selection**

Award will be made to the most responsive and responsible Proposer offering the best value and most economical proposal as defined by the Library. In general, the following criteria will be used: price, qualifications, service approach, and the experience of the Proposer. Per Library policy, a preference will be given to local vendors and minority/women business enterprises (M/WBE).

After the Library's initial evaluation of proposals, select proposals will undergo a detailed review and evaluation. As part of this detailed review of proposals, selected Proposers may be required to make oral presentations of their proposals to the Library. These presentations provide an opportunity for the Proposers to clarify the proposals.

The Library will negotiate with the selected Proposer(s) for mutually agreeable terms for the Library's equipment and services before making an award. Negotiation could include, but not be limited to, price and the terms and conditions of the RFP.

### **Acceptance of RFP Terms**

A proposal submitted in response to this RFP shall constitute a binding offer. The Proposer shall identify clearly and thoroughly any variation between its offer and this RFP. Failure to do so shall be deemed a waiver of any rights to subsequently modify the terms of performance. Proposer's authorized representative may withdraw proposals only by written request received before the proposal due date.

### **Proposal Validity Period**

Each proposal shall be valid for a period of ninety (90) days from the proposal due date.

**Non-Collusion**

Proposer(s) certify that this proposal had been arrived at independently and has been submitted without collusion designed to limit independent bidding or competition.

**Hold Harmless**

The Proposer shall hold harmless, defend and indemnify the Library and the Library's officers, agents, and employees against liability that may be imposed upon them by reason of the Proposer's failure to provide worker's compensation coverage and liability coverage.

## **General Specifications**

**INTRODUCTION**

It is the purpose of this Request For Proposals ("RFP") to solicit proposals from qualified vendors for an RFID solution at all its Library Service Points. The Library is accepting proposals for a multi-year contract to meet the RFID equipment, supplies, and service needs of the Library. The Library is interested in a complete "turnkey" system that will meet the Library's RFID needs.

The Library consists of a Central Library located at 14 W. 10<sup>th</sup> Street, Kansas City, Missouri 64105, 10 branch locations, and a Mobile Services location that services our two bookmobiles. The location and hours of all Library locations can be found online at the following address: <http://www.kclibrary.org/branches>.

The Library is currently transitioning from an RFID system provided by Bibliotheca, LLC ("Bibliotheca + 3M") throughout all Library locations. The Library anticipates that RFID deployment will take place in 2027. The Library will work with the selected vendor to discuss the best timeframe to implement the new RFID solution with the Library's current systems.

The ILS is a Symphony system from SirsiDynix operating in a SaaS environment for which the Library is responsible for implementation. The Library is currently running Symphony Workflows 4.1.1. and BLUECloud Circulation. Interlibrary loans managed inside the ILS between the shared ILS partner libraries (many of whom are not under the jurisdiction of the Library) are an important aspect of our patron service.

The Library's collection currently utilizes the following settings on our RFID Tags:

- Item ID with minimum length 13 characters, maximum length 14 characters.
- Field Values are ONIX Media Format for Books.
- Tags belonging to the library also include an initial value for the library using O-KCP
- Tag formats to be read by the pads include
  - ISO Object Item
  - 3M Numeric Item
  - 3M Alphanumeric Item

- 3M Ignore Tag
- 3M Manufacturing Blank
- Generic Blank
- 3M Library General Purpose
- 3M General Purpose Item

## **SCOPE OF SERVICES**

The Library is seeking proposals for an RFID solution across all branch locations and our Mobile Services remote office. A list of desired specifications for this RFID solution is attached **(Attachment C)**.

The selected service provider shall install the chosen RFID solution as specified in the RFP, by manufacturer trained technicians subject to the specifications made in the response and agreed upon in writing.

The service provider shall be responsible for all costs associated with any contract resulting from this RFP. The service provider shall be fully responsible for the total service including service, repair, maintenance, and parts.

## **Proposals must provide an RFID system description that addresses the following questions/requests:**

- How does the proposed solution operate, and what design consultation options can the vendor provide?
- What are the solution's physical characteristics? Provide dimensions for all equipment.
- How will the solution interact with the Library's ILS?
- What Library electrical and LAN configurations are required for the solution?
- What is the proposed interface option, including details about the software, hardware, languages provided, and functionality?
- Discuss administrator access for the proposed solution. How are users created/imported, and will there be a central management system for Roles?
- What training does the vendor provide for the solution, and what manuals, if applicable, are provided?
- Please list all ongoing supplies required, and possible vendors for these supplies.
- Discuss service request response times for both remote and on-site support. How are service requests logged?
- Provide a sample support and maintenance agreement.
- Does the proposed solution meet "best practices" industry standards? Specifically, what standards are used for the design and implementation of the solution?
- Discuss the workflow of the proposed solution. How will the workflow be developed to meet the Library's needs?

## Proposal Content & Format

To provide a degree of consistency in review of the written proposals, Proposers are required to prepare their proposals in the format described below:

### Proposal Response Form

An individual having full authority to execute the proposal and to execute any resulting contract for services (“authorized representative”) must complete and submit the attached Proposal Response Form (**Attachment A**) or submit a signed letter of transmittal that contains the same information and statements as indicated in the proposal response form. **Failure to submit Attachment A or an equivalent signed letter of transmittal may result in disqualification from consideration.**

### Experience, Expertise and Capabilities

Give a background of the company’s or contractor’s experience and qualifications. This should include a brief history, the date founded, ownership and any subsidiary relationships. Also list the types of services the company or contractor is qualified to perform. Give examples of experience for similar services to other entities. If the company or contractor is a local Kansas City business, or if the company or contractor is a minority/women business enterprise (M/WBE), this should be noted in order to utilize the Library’s preference for local and M/WBE vendors.

### Personnel

Provide the names of key management personnel who would be directly involved in providing services to the Library. Describe their relationship in the company, the role they would play, their experience, qualifications and years of service with the company.

### Use of Subcontractors

The selected Proposer shall be solely responsible for all services as required by the RFP. The Library will not consider proposals involving the use of subcontractors.

### Service Approach

Submit a clear, concise response to accomplish the scope of services that reflects your understanding of the Library’s requirements as described in the Scope of Services. This response should demonstrate an understanding of the Library’s needs. **Please note that the Library welcomes suggestions from Proposers on how to maximize its investment in an RFID solution.**

### Cost/Charges

Submit a detailed breakdown of all costs and charges involved in completing the scope of work, with a price schedule for services per location. Please submit the cost information as outlined in **Attachment B**. The Library relies on the Proposer to assure that all charges to complete the scope of work are submitted in the proposal and that there are no hidden costs or charges that will be incurred by the Library.

**Please note that the Library welcomes suggestions from Proposers on how to maximize its investment in an RFID solution.**

The Library relies on the Proposer to assure that all charges to complete the scope of work are submitted in the proposal and that there are no hidden costs or charges that will be incurred by the Library.

#### **Authorized Representative**

Include the name, title and contact information of the person in your organization authorized to negotiate contract terms and render binding decisions on contract matters.

#### **References**

Submit information regarding three (3) comparable projects that the vendor has completed as the prime contractor within the last five (5) years. The projects shall indicate the start and completion dates, the number of buildings serviced, services and equipment provided, project costs, contract term, warranty, and benefits to the owner. Please provide contact information for each reference.

### **Terms and Conditions**

#### **Contract Term**

The term of this contract will begin from date of award and run through a period of sixty (60) months. At the conclusion of the initial contract award, the contract will have two options to renew annually as mutually agreed by both parties.

#### **Contract Components**

This RFP, the successful proposal's response thereto, and any additional written modifications and/or stipulations mutually agreed upon by the Library and the successful proposal will constitute the final contract. During the contractual period, any changes to the conditions outlined in these materials must be approved in writing with the signatures of representatives from each selected proposal(s) and the Library.

#### **Disclosure of Confidential Information**

Proposer acknowledges that, in and as a result of the consulting hereunder, Contractor will be making use of, acquiring and/or adding to confidential information of a special and unique nature and value relating to such matters as Library's systems, procedures, manuals, confidential reports, or other similar data, as well as the nature and type of processes and/or other services rendered by Library, hereinafter collectively referred to as the "Confidential Information". As a material inducement to Library to enter into this Contract, and to continue to engage Contractor hereunder and to pay to Contractor the compensation referred to herein, Contractor covenants and agrees that Contractor shall not, at any time during or following the cessation of his engagement hereunder, for whatever reason, directly or indirectly, divulge or disclose, for any

purpose whatsoever, any of such Confidential Information which has been obtained by or disclosed to Contractor. Upon cessation of this Contract for whatever reason, all Confidential Information, whether in the form of documents, records, notebooks, invoices, statements or correspondence, including copies thereof, relating to the business of the Library then in Contractor's possession or control, whether prepared by Contractor or others, shall remain Library's exclusive property and will be delivered to and left with the Library.

### **Indemnity, Licenses & Releases**

Contractor agrees to indemnify, defend, and hold harmless Library, its representatives and customers from and against any and all suits, demands, liabilities, claims, actions, expenses, losses, and damages of any kind or nature whatsoever arising out of any negligent acts or omissions in connection with the Contract, caused by Contractor, its employees, agents, subcontractors, or caused by others for whom Contractor is liable, in the performance of the Services under this Contract.

Contractor will obtain and pay for all permits and licenses required by law that are associated with the Contractor's performance of Services.

### **Waiver of Subrogation**

For all coverages, Contractor's insurer shall waive subrogation rights against the Library and its insurers.

### **Termination**

Either party may terminate this Contract without cause upon thirty (30) days prior written notice to the other party. Library reserves the right to cancel, for cause, this Contract without prior written notification. Cause for termination shall include the following: (1) violation by Contractor of any applicable federal, state, or local law, regulation or ethical code; (2) Contractor's substantial under performance, as determined by Library; or (3) failure to comply with the provisions of this Contract. Library shall, where permitted by law, have the right to terminate the Contract immediately and without other cause or prior notice to Contractor in the event that Contractor does any of the following: (1) makes written admission of its inability to pay its debts or obligations as they become due; (2) files a voluntary petition in bankruptcy; (3) is adjudicated as bankrupt or insolvent; (4) seeks, consents to or acquiesces in the appointment of any trustee, receiver or liquidator of all or any substantial part of its business assets; (5) fails to actively operate its business for a period of more than seven (7) consecutive days without the prior written consent of Library; or (6) fails to maintain the insurance coverage required in this Contract. The Contract shall terminate immediately if it is no longer permitted by applicable laws, rules or regulations, or if Library decides to limit or discontinue their operation for any reason.

### **Modification of Contract**

No waiver or modification of this Contract or of any covenant, condition, or limitation herein contained shall be valid unless in writing and duly executed by the party to be charged therewith and no evidence of any waiver or modification shall be offered or received in



evidence of any proceeding, arbitration, or litigation between the parties hereto arising out of or affecting this Contract, or the rights or obligations of the parties hereunder, unless such waiver or modification is in writing, duly executed as aforesaid, and the parties further agree that the provisions of this Section may not be waived except as herein set forth.

#### **Codes, Laws and Regulations**

Contractor will comply with all applicable codes, laws, regulations, standards, and ordinances in force during the term of this Contract.

#### **Adjustment of Services**

The Library reserves the right to eliminate, reduce or otherwise adjust the scope of services provided by the Contractor. If the Contractor does not complete the task within the scheduled time frame, the Library may obtain another contractor to complete the task. Costs incurred to obtain another contractor will be at the Contractor's expense.

#### **Assignability**

Neither this Contract nor any rights hereunder may be assigned by the Contractor without Library's prior written consent.

#### **Governing Law**

It is understood and agreed that the construction and interpretation of this Contract shall at all times and in all respects be governed by the laws of the State of Missouri. The parties agree that any legal action brought in connection with this Contract is to be maintained only in the Circuit Court of Jackson County, Missouri.

#### **Insurance**

Contractor shall purchase and maintain, at its own expense, for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the work by the Contractor, its agents, representatives, or employees.

<b>Coverage Required</b>	<b>Limits per Occurrence</b>
General Liability	\$1 million minimum coverage per occurrence and \$2 million aggregate, written on an occurrence basis.
Automobile Liability	\$1 million per occurrence, covering owned, hired and non-owned automobiles
Worker's Compensation	Statutory

Contractor understands and agrees that the Library cannot save and hold harmless and/or indemnify the Contractor or its employees against any liability incurred or arising as a result of any activity of the Contractor or any activity of the Contractor's employees related to the Contractor's services under this Agreement. Therefore, the Contractor must acquire and maintain adequate liability insurance in the form(s) and amount(s) sufficient to protect the Library, its employees, its clients and the general public against any such loss, damage and/or

expense related to the services performed under this Agreement. The insurance coverage shall include general liability insurance in an amount of at least \$1,000,000 per occurrence and \$2,000,000 in the aggregate with endorsements including but not limited to risks of false imprisonment, malicious prosecution, libel, slander and violation of right of privacy as well as the Missouri statutory requirements for works compensation insurance. Written evidence of the insurance shall be provided by the Contractor to the Library, the initial written evidence being attached hereto and marked as Exhibit A. The evidence of insurance shall include but not necessarily be limited to: effective dates of coverage, limits of liability, insurer's names, policy numbers and endorsement by representatives of the insurance company. Evidence of self-insurance coverage or of another alternative risk financing mechanism is not permitted.

Insurance policies required of Contractor by the Agreement shall:

- Be issued by insurance companies licensed to do business in the state of Missouri with general policyholder's ratings of at least A and a financial rating of at least XI in the most current *Best's Insurance Reports* available on the date the Contractor obtains or renews the insurance policies. If *Best's* ratings are changed or discontinued, the parties shall agree to an equivalent method of rating insurance companies;
- Name the Library as an additional insured as its interest may appear on the policy;
- Provide that the insurance not be cancelled or materially changed in the scope or amount of coverage unless thirty (30) days' advance notice is given to the Library;
- Be primary policies;
- Be permitted to be carried through a "blanket policy" or "umbrella" coverage;
- Have deductibles not greater than \$1,000;
- Be written on an "occurrence" basis; and
- Be maintained during the entire Term and any extension Terms.

By the date of award and upon each renewal of its insurance policies, Contractor shall give such certificates of insurance to the Library.

#### **Independent Contractor.**

It is specifically agreed by the parties that the relationship of Contractor to Library is that of an independent contractor and that Contractor is not an agent, partner, or employee of the Library. Contractor acknowledges that Contractor is not entitled to receive from Library any tax withholding, workers' compensation, unemployment compensation, or any employee benefits, statutory or otherwise.

#### **Access to Records.**

Contractor shall maintain all fiscal records and any other records relating to this Contract in such a manner as to clearly document the Contractor's performance hereunder. Library or any of its duly authorized representatives shall have access to any books, documents, papers and records of the Contractor which are directly pertinent to this Contract for the purpose of making audits, examinations, excerpts and transcriptions.

**Federal, State, and Local Taxes, Licenses, and Permits**

The Contractor will comply with all laws and regulations on taxes, licenses, and permits.

**Contractor's Personnel**

The Contractor shall provide appropriately skilled and trained personnel, adequate in number, as necessary to perform the workload required to efficiently and effectively provide the Scope of Services under this contract.

All Contractor personnel employed by Contractor for services at the Library shall have undergone full and complete background screening including abuse or sex offender registry and eligibility to work in the United States under I-9 regulations. Under no circumstances will Contractor hire convicted sex offenders, regardless of what job they are being considered for, if they are to be assigned to work on-site at any Library site.

While providing services, the Contractor's employees shall be respectful and courteous to all persons with whom they come in contact, and shall observe acceptable standards of appearance, hygiene, and conduct.

Contractor's personnel shall wear clean and neat attire.

**Other Considerations****Disputes**

Should any doubt or difference of opinion arise between the Library and the successful proposal awarded this Contract as to the items to be furnished hereunder or the interpretation of the provisions of this RFP, the decision of the Library shall be final and binding upon all parties.

**Prohibition of Public Benefits to Unauthorized Workers**

Pursuant to State of Missouri's RSMO 285.530 (1), No business entity or employer shall knowingly employ, hire for employment, or continue to employ an unauthorized worker to perform work within the state of Missouri. Consultants shall comply with the provisions of Section 285.525 through 285.550 of the State of Missouri statutes and execute the notarized affidavit attached hereto as **Attachment D**, Affidavit of Work Authorization before the Agreement can be finalized.

**Rider**

Vendors must complete the "Rider to Library RFID System Agreement" attached hereto as **Attachment E**.

**Attachment A**  
PROPOSAL RESPONSE FORM

DATE \_\_\_\_\_

Proposal of : \_\_\_\_\_, (herein after called Vendor), a Corporation/Partnership/an Individual doing business as \_\_\_\_\_.

TO: The Kansas City Public Library (hereinafter called the Owner).

The Proposer, in compliance with your Request for Proposals for a radio frequency identification ("RFID") system and having examined the RFP and Scope of Services with related documents and being familiar with all of the conditions surrounding the work, hereby agrees to perform the work required by the project in accordance with the contract documents, within the time set forth in the Instructions to Proposers, and at the price stated therein. These prices are to cover all expenses incurred in performing the work required by the contract documents, of which this proposal is a part.

Proposer acknowledges receipt of the following addenda in the event subsequently issued.

\_\_\_\_\_  
\_\_\_\_\_

Proposer agrees to the terms as described in the RFP Scope of Services.

Submitted by authorized representative:

\_\_\_\_\_  
Firm

\_\_\_\_\_  
FEI/SSN

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Typed Name & Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Fax Number

## Attachment B

### Pricing Information

Proposals should supply unit and extended pricing for all equipment, software, installation, implementation, and training included in the proposed AMH solution. Pricing for recommended options shall be included; pricing for alternative options is welcome, provided that alternative pricing is clearly identified in the proposal.

Also, proposals should address the pricing requests for select specifications requested in **Attachment C**, if applicable.

Provide annual support and maintenance charges for the proposed solution for a period of five (5) years following the installation.

Shipping costs, if applicable, shall be listed separately.

Provide information about how the Library will be invoiced (billing options, schedule, etc.) for all goods and services.

**The Library welcomes proposals from vendors that will help the Library achieve the desired scope of services; suggestions for alternative or additional specifications will be considered.**

## Attachment C

### SCOPE OF SERVICES CHECKLIST

Please complete the Scope of Services checklist below.

Scope of Service Checklist	Does your service meet the criteria below?		
	Yes	No	Additional Information (if needed)
<b>General Requirements (Have to Have):</b>			
1. All devices must be compatible with all Sirsi-Dynix software: Symphony, Workflows, Blue Cloud, etc.			
2. Software must run natively in Windows 11.			
3. Software must work under EDR solution. Software that throws security alerts, or behaves/looks like malware, even false alarms are not desired.			
4. Software must read the RFID tags we're already using.			
5. The proposed system must not interfere with other equipment, automated library system clients, RFID equipment, Phones, or PCs that may be nearby.			
6. Vendor must be able to work with Library's ILS vendor(s) to resolve any RFID-ILS functionality problem.			
7. Vendor must offer pre-deployment configuration meeting with Desktop Support Staff.			
8. The vendor must offer a 12-month 100% money-back performance guarantee on all equipment purchased and covered by a 12-month warranty or service agreement.			
9. Vendor must disclose any pending sales or mergers with other companies within the first year of service.			
10. Thorough and easily accessible documentation must be available for all hardware/software.			
<b>General Preferences (Nice to Have):</b>			
1. Staff would like a mobile device for scanning items on the floor/shelves. Are RFID wands or wireless pads on carts a possibility?			

2. Alternative RFID tag form factors, as they are hard to remove from borrowed items.			
3. Device lifespan and support should cover 6-9 years.			
4. RFID Enabled Library card options.			
5. Are NFC cards an option?			
<b>RFID Pad Requirements (Have to Have):</b>			
1. RFID Pads should read all tags we're currently using.			
2. Items must be checked into the ILS in real-time.			
3. In the borrowing process, tag security should have toggleable disabling as the item is checked out.			
4. In the return/sorting process, security tags must be reactivated.			
5. Management of RFID hardware/software settings should be accessible from a GUI based application/website.			
6. Editing of tags should be achievable from a GUI based application/website.			
7. RFID Software should provide the ability to disable security on tags quickly from a widget or similar small app window with an Always-on-top feature.			
8. RFID Pads should read multiple books when presented as a stack.			
9. RFID Pads have USB connectivity.			
<b>RFID Pad Preferences (Nice to Have):</b>			
1. RFID Pads work with items that might have metal or Mylar on their packaging.			
2. Varying sizes/types of RFID pad options. Large/Small/Wireless/Portable.			
3. An RFID Pad that is portable like it could be pushed around on a cart.			
4. Varying sizes/types of RFID tag options. Large/Small/Tape/Hidden			
5. RFID Wand with reliable reading, and easy-to-use.			
6. RFID Pad hardware that is self-contained. Fewer disparate parts, and			

manageable cables.			
7. RFID software should include configurable security toggle for items checked out that are not meant to leave the building.			
8. Software settings that allow for bulk wiping of tags for collections department to weed collections.			
<b>Self-Check Requirements (Have to Have):</b>			
1. Management of Self-check hardware/software settings should be accessible from a central GUI based application/website.			
2. Self-Checks should include functions to scan library cards, provide patron information, allow for the checkout of multiple items at once, and print receipts.			
3. In the borrowing process, security tags must be deactivated so as not to trigger any gate alarms.			
4. Self-Checks should be able to read library cards, and item id barcodes in any light condition.			
5. Self-checks should include accessibility settings like language options, Braille, text to speech, and variable touch sensitivity.			
<b>Self-Check Preferences (Nice to Have):</b>			
1. Self-Check interface should include central management system for Self-Checks to alert desk staff that receipt paper is low, a driver/process has stopped, or a tag read error has occurred.			
2. Self-Check Hardware should be difficult for patrons to move, disassemble, unplug, or damage.			
3. Patrons have the ability to view (but not necessarily pay for) lost/overdue books or fines owed on their account from the self-check.			
4. Self-Check hardware should have the ability to be restarted remotely.			
5. Self-check can scan barcodes on device screens like Google Wallet, Apple Wallet or Bibliocommons app.			



<b>RFID Gate Requirements (Have to Have):</b>			
1. Gate Hardware should be able to span multiple doors as opposed to needing 4 gates at a double door.			
2. Gate hardware should have the ability to be restarted remotely.			
3. Gate security software should alert desk staff to the item ID and Title of the item that set off the alarm, and, if possible, the patron that the item is checked out to.			
4. Hardware should be serviceable by IS Staff.			
<b>Training, Support, and Maintenance Requirements (Have to Have):</b>			
1. Vendor will provide complete product documentation (hard copy or downloadable).			
2. Vendor will provide pre-deployment training to IS staff on hardware and software.			
3. Vendor offers telephone customer service support.			
4. Vendor offers on-site support with local vendor-trained technicians.			
5. Vendor will provide an on-site inspection check at one (1) month, three (3) months, and six (6) months following complete installation to ensure system is running according to optimal specifications.			
6. Software patches and upgrades are provided to the Library and/or are performed by the vendor's technicians in a timely fashion.			
<b>Current Issues we wish to address/eliminate:</b>			
1. RFID Pads with delicate wires that can break or crimp easily.			
2. RFID Sensitivity issues: either won't read all books presented or is too strong and reads random books on the desk.			
3. RFID Gates with a hidden, internal power switch, that requires disassembling to reach.			
4. Prompt support.			
5. Metal or Mylar in cases and book covers can't be read.			

6. Self-check restarts need IS intervention since the power button is unexposed and there is not a web portal allowing resets from the desk.			
7. RFID Gates failing to count foot falls.			
8. Self-check hides card numbers as they're entered.			
9. Devices that are easy to disassemble and source parts for.			
10. Patrons removing the RFID tags. Are there alternatives?			

## Attachment D

### AFFIDAVIT OF WORK AUTHORIZATION

I. \_\_\_\_\_, of lawful age and being first duly sworn my oath, state as follows to the Kansas City Urban Public Library District, a political subdivision of the State of Missouri:

1. In accordance with R.S.Mo. § 285.530(2) \_\_\_\_\_  
("Consultant/Contractor") is enrolled and will continue to participate in a federal work authorization program in respect to employees that will work in connection with the contracted service \_\_\_\_\_ (the "Project") for the duration of the contract.

2. I also affirm that Consultant/Contractor does not and will not knowingly employ any person who is an unauthorized worker in connection with the contracted services related to the Project for the duration of the contract, if awarded.

3. Furthermore, I also affirm that all subcontractors working on this contract for services to the Kansas City Urban Public Library District shall affirmatively state in writing in their contracts with Consultant/Contractor that they are not in violation of R.S.Mo. § 285.530(1), and shall not thereafter be in violation. Alternatively, the subcontractor shall submit to the Consultant/Contractor a sworn affidavit under penalty of perjury attesting that all employees are lawfully present in the United States.

FURTHER AFFIANT SAYETH NAUGHT.

\_\_\_\_\_  
(Signature)

Dated: \_\_\_\_\_

STATE OF \_\_\_\_\_)

) ss.

COUNTY OF \_\_\_\_\_)

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

## **Attachment E**

### **RIDER TO LIBRARY RADIO FREQUENCY IDENTIFICATION SALES AGREEMENT**

(Agreement between Kansas City Public Library and Vendor)

A. This Rider to the Library RFID Sales Agreement ("Rider") relates to a contractual relationship ("Agreement") between the Kansas City Public Library (the "Library") and the Vendor for a radio frequency identification (RFID) system ("System").

B. Vendor acknowledges that Library's financial commitment in purchasing and maintaining the System is substantial and that Library enters into the Agreement expecting that Vendor will remain in business in the foreseeable future to service and maintain the System and fulfill its obligations as set forth in the Agreement. Accordingly, Vendor represents and warrants that it:

- a. Has not received any notice or claim from any other party that any portion of Vendor's System is being used contrary to or in violation of another party's patent, copyright, trademark, trade secret, license, or other intellectual property interest;
- b. Is not now negotiating for the sale or transfer of its business or assets to another entity or company;
- c. Has no knowledge or information that, in the foreseeable future, its ability to fulfill its obligations and commitments to Library will be hindered or jeopardized.

C. Upon termination of the Agreement, Vendor will provide all cooperation and assistance reasonably necessary to assist Library with the transition to another system.

D. In the event any portion of the System must be repaired or replaced due to defects in materials, and provided Library is current with its payments to Vendor, Vendor shall pay all costs of repair or replacement, including all transportation or shipping costs.

E. Vendor represents and warrants that:

- a. It is familiar with Library and Library's current operations and systems.
- b. It is familiar with and is satisfied as to all local conditions which may affect cost and/or performance of Vendor's System.
- c. The work will be performed in accordance with the standard of care applicable to comparable technological systems and services in the Kansas City, Missouri metropolitan area.

Library and Vendor understand that these representations and warranties do not extend to conditions beyond Vendor's control.

F. Any applicable statute of limitations shall commence to run and any alleged cause of action shall be deemed to have accrued in accordance with Missouri law.

G. The Agreement is supplemented by and subject to the terms of Library's Request for Proposals and Vendor's proposal which served as the basis for Library's award of the bid to Vendor.

H. PROVISIONS CONTAINED IN THIS RIDER MAY CONFLICT WITH OTHER PROVISIONS OF THE AGREEMENT. RATHER THAN DELETING OR LINING OUT OTHER PORTIONS OF THE AGREEMENT, VENDOR AND LIBRARY AGREE THAT, IN THE EVENT OF ANY CONFLICT BETWEEN THE PROVISIONS OF THIS RIDER AND OTHER PROVISIONS OF THE AGREEMENT, THIS RIDER CONTROLS.

\_\_\_\_\_

Kansas City Urban Public Library District

BY: \_\_\_\_\_  
(Authorized Signature)

BY: \_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Name - Printed)

Abby Yellman  
(Name - Printed)

\_\_\_\_\_  
(Title)

Library Director & Chief Executive  
(Title)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)