YAKIMA VALLEY LIBRARIES

ADDENDUM #4

Project Name: RFP-26-001 2026 Mobile Application
Date of Issuance: October 26, 2026

PART 1: PURPOSE OF THIS ADDENDUM

The purpose of this Addendum #4 is to clarify specific vendor inquiries. All other terms, conditions, and specifications of the original RFP and addenda remain unchanged. **This is the final addendum to the RFP, as the deadline to submit questions was October 20, 2026.**

PART 2: VENDOR QUESTIONS & OFFICIAL RESPONSES

Question 1: Partner experience (Section 8.A, Section 11; Addendum 1 Q5, Addendum 2 Q1): Addendum 1 confirms that a partner's public library experience can satisfy 8.A when that partner has a direct role in delivery. If the prime vendor is a US-based design and development firm and its US-based teaming partner holds the public library app experience, will that partner's experience and references be scored the same as the prime's under "Vendor experience and comparable public library references" in Section 11? Also, does "within the last three (3) years" mean the app was launched in that period, or that it was in active service for a library during that period?

YVL Response: YVL will evaluate all information provided, including the experience of the prime vendor and any proposed partner, using the criteria in Section 11. "Within the last three (3) years" means the application was launched for a library during that period.

Question 2: References (Section 8.D): May the three required references combine the prime's comparable public-sector or complex mobile projects with the partner's library projects, and must each reference be from work completed within the last three years?

YVL Response: Vendors should provide the three references they believe will give YVL the most relevant information about the proposed project team's experience and ability to successfully deliver the project. References may include projects completed by the prime vendor, a proposed partner, or both. Referenced projects do not need to have been completed within the last three (3) years. YVL will evaluate the information provided in accordance with the RFP's evaluation criteria when selecting the winning vendor.

Question 3: Polaris upgrade (Section 4.2; Addendum 2 Q3): Addendum 2 notes a Polaris upgrade planned later this year. Is that upgrade expected before or after the December 2 implementation start, and should vendors build and test against the current version (7.8) or the new version?

YVL Response: Vendors should base their proposals on the currently identified Polaris version (7.8) and account for the anticipated upgrade during implementation. YVL will communicate the upgrade schedule and applicable technical details to the selected vendor as they become available. The selected vendor will be expected to coordinate with YVL to validate compatibility with the Polaris version in use during development, testing, and deployment.

Question 4: Polaris connectivity and licensing (Sections 4.2 and 4.3; Addendum 2 Q53): Since Polaris is hosted on YVL's premises, will YVL make the PAPI reachable from a vendor's US cloud

environment (for example through IP allowlisting or a public endpoint), or should vendors plan for another connection method? Does YVL's current Polaris API license cover both patron-authenticated and protected (staff-level) methods for a new external app?

YVL Response: The selected vendor will coordinate with YVL to establish a secure connection to the Polaris API. Vendors should describe their proposed connectivity method, including any network access, security, or configuration requirements. Vendors should also identify the API methods and licensing requirements necessary to support the proposed functionality. YVL will confirm applicable access and licensing arrangements with the selected vendor before implementation.

Question 5: Beanstack and Lending Hub replacement (Sections 6.4 to 6.11; Addendum 2 Q5 and Q38): If YVL chooses the in-app Reading Challenges or Book Club Sets modules, does YVL expect existing Beanstack participation history and Lending Hub set records to be migrated, or would the new modules start fresh? Can YVL export that data?

YVL Response: Migration of historical Beanstack participation data or Lending Hub set records is not required unless expressly included in the final agreed scope of work. Vendors should identify any data migration capabilities, limitations, and associated costs in their proposals. The availability and format of exportable data will be confirmed by YVL, subject to the capabilities and restrictions of the existing platforms.

Question 6: Spanish content (Scope of Work introduction, Items 1.8, 1.9 and 6.9): For staff-authored content such as alerts, announcements and push notifications, will YVL staff supply the Spanish text, or should vendors include translation in their solution and pricing?

YVL Response: Vendors should describe how their proposed solution will support Spanish-language content for staff-authored alerts, announcements, and push notifications. Vendors should identify any translation services or capabilities included in their proposal and clearly list any limitations, additional costs, or other requirements associated with providing Spanish-language content.

Question 7: Contract term and pricing validity (Section 9; Project Description): Is the anticipated contract an initial five-year term, or a shorter initial term with renewals? Since optional modules may be added "as funding and priorities permit," how long should optional module pricing remain valid?

YVL Response: Vendors should identify all available contract term options, including the initial term and any renewal options. Provide pricing for a minimum of five (5) years and identify all annual increases, renewal pricing, usage-based charges, minimum commitments, and circumstances that could result in additional fees. For optional modules, vendors should also identify pricing validity periods and any limitations, conditions, or assumptions that may affect pricing or availability.

Question 8: Rebrand timing (Item 1.1; Addendum 1 Q22 and Q26): When does YVL expect the concurrent rebrand guidelines to be available to the selected vendor? This will help us plan design work against the December 31 desired launch.

YVL Response: YVL anticipates providing the applicable branding guidelines and assets to the selected vendor as they become available. The selected vendor will coordinate with YVL to incorporate the new branding into the application design. Vendors should account for this dependency in their proposed implementation schedules and identify any potential impact on the desired December 31st launch date.

Question 9: Demonstrations and submittal (Sections 10 and 11; Addendum 1 schedule): Will the November 3 to 13 demonstrations be held virtually or in person? For emailed proposals, is there an attachment size limit, and is a secure file-share link acceptable?

YVL Response: YVL will communicate the format and scheduling details for finalist demonstrations or interviews to the selected finalists. Proposals must be submitted in accordance with the submission instructions in the RFP. Vendors anticipating file-size limitations should contact YVL before the submission deadline to confirm an acceptable delivery method. Secure file-sharing links should not be used unless YVL has expressly approved that method in advance.

PART 3: VENDOR ACKNOWLEDGEMENT (REQUIRED)

Bidders must sign and include a copy of this Addendum #4 within their final proposal package. Failure to acknowledge receipt of this addendum may result in proposal rejection.

Authorized Vendor Signature: _____

Company Name: _____

Date: _____