

THE THOROLD PUBLIC LIBRARY BOARD



Fundraising Strategy Request for Proposal

Addendum No. 1

Addendum Date Issued: Tuesday, October 10, 2022

A. Directive

This addendum shall form an integral part of the Request for Proposal for the above and shall be read in conjunction therewith. This addendum shall, however, take precedence over all requirements of the previously issued documentation with which it may prove to be a variance, unless otherwise clarified by the Chief Librarian.

The addendum must be signed by the Proponent in the appropriate space and included at the time of submission. Proposals not including this signed addendum as requested may be rejected as informal.

B. Questions received and answered

1. We understand that the estimated cost of the project is \$11 million. Will the City / municipality be contributing towards the project or is it envisioned that the campaign will raise the full amount, plus associated fundraising costs?

Answer: The City of Thorold has not dedicated any funds to the project at this time.

2. Is there a tentative or firm construction timeline or target date?

Answer: No, there is not construction timeline or target date. The date depends on a successful fundraising campaign and project approval by City Council.

3. We understand outlining staff requirements is a deliverable, do any current staff positions have fundraising / sponsorship as part of their duties?

Answer: There are no staff positions that have fundraising/sponsorship as part of their duties at this time. I, as the Chief Librarian, will be assisting in this endeavor and overseeing it with the Library Board.

4. In the submission instructions it notes that we must submit two bound copies. Can you just confirm this is a requirement? We have found during the pandemic some clients have used standard RFP forms that mention physical copies, but actually only want electronic copies when clarified.

Answer: Yes, it is a requirement. The Library requires two bound copies for our record keeping.

5. If you do want a physical submission, how do you want the additional pdf copy? i.e. does it need to be on a USB drive, or can we send by email?

Answer: The additional pdf copy can be either on USB drive or sent via email.

6. Will you be sharing a list of all questions asked prior to the deadline as an addendum?

Answer: Yes, I will be issuing an addendum with all of the questions received and any answers provided.

Issued by: Joanne DeQuadros, Chief Librarian, on the Thorold Public Library Board.

Signature: _____

Name (printed): _____