

CORRECTION The Public Notice published on January 19, 2024 incorrectly stated three dates...

- **“The RFP may be downloaded from the “Vendor Opportunities” page of IndyPL’s website, beginning January 19, 2024.” The correct date is January 26, 2024.**
- **“IndyPL will accept Proposals from Vendors in response to the RFP until 2:00 PM EDT on February 9, 2024” The correct date is February 16, 2024 at 2:00 PM EDT.**
- **“A Virtual Pre-Proposal Conference for interested Vendors will be held on January 31, 2024, at 2:00 PM EDT.” The correct date is February 7, 2024 at 2:00 PM EDT.**

The public notice with correct dates is below. This public notice with correct dates will be run on January 26, 2024 and February 2, 2024.

Re: PUBLIC NOTICE
Request for Proposals
Strategic Plan Focus Group Facilitator and
Community Feedback Analysis

NOTICE IS HEREBY GIVEN that The Indianapolis Public Library (“IndyPL”) is issuing a Request for Proposals (“RFP”) to solicit Proposals from qualified Vendors to provide strategic planning focus group facilitation services and community data analysis (“Services”) for the development of the 2025-2027 IndyPL Strategic Plan (“Plan”).

IndyPL intends to review the Proposals submitted by Vendors with the intent of entering into a contractual Agreement (“Agreement”) with one (1) or more Vendors for the Services described in the RFP.

IndyPL is seeking Vendors whose combination of experience, personnel, and processes will provide timely, cost-effective, and exemplary Services.

The IndyPL Board of Trustees, with Resolution 28-2020, adopted these Minority/Women/Disability/Veteran-Owned Business Enterprise Utilization Goals:

- Minority-owned Business Enterprises (MBE) is fifteen percent (15%).
- Women-owned Business Enterprises (WBE) is eight percent (8%).
- Veteran-owned Business Enterprises (VBE) is three percent (3%).
- Disability-owned Business Enterprises (DOBE) is one percent (1%).

Attainment of these individual utilization goals for the Project will be based on the cumulative amount of work under the contract. IndyPL understands there may be instances when the individual utilization goals cannot be achieved by the Vendor in the preparation of their proposal. In these instances the Vendor is required to provide evidence of sufficient outreach and good faith efforts made to subcontract with MBE/WBE/VBE/DOBEs to meet the utilization goals.

The RFP may be downloaded from the “Vendor Opportunities” page of IndyPL’s website, beginning January 26, 2024. This RFP may also be emailed to interested

respondents. Direct questions about receiving the RFP to Marianne McKenzie, at PurchasingRFP@indypl.org.

IndyPL will accept Proposals from Vendors in response to the RFP until 2:00 PM EDT on February 16, 2024. All Proposals shall be personally delivered, sent by mail, or sent by delivery service to the front reception desk of the Library Services Center, 2450 North Meridian Street, Indianapolis, Indiana, 46208.

A Virtual Pre-Proposal Conference for interested Vendors will be held on February 7, 2024, at 2:00 PM EDT. The Teams Meeting link can be found in the Schedule of Activities included in the RFP posted at <https://www.indypl.org/vendor-opportunities>. Notification of planned attendance is requested.

The Library reserves the right to accept, reject, or table any Vendor Proposal, and the right to waive any defects, irregularities, errors, or informalities during the RFP process at any time without penalty.

Dated this 17th day of January 2024

Indianapolis Public Library