Introduction

The State Library of Ohio is soliciting proposals to implement and configure the REPOX platform for the Digital Public Library of America (DPLA) service hub.

This Request for Proposal is to solicit an independent contractor or development firm with the skills, experience, and vision to support this effort. Included in this RFP is the following information:

- Organizational Overview and Project Goals
- Vendor Requirements
- Technical Considerations
- Proposal Submission and Evaluation Process

Organizational Overview and Project Goals

The [State Library of Ohio](#) provides statewide training, programs, services, and resources to public library systems in Ohio.

State Library of Ohio's Mission Statement

The State Library of Ohio ensures a smarter Ohio by managing the delivery of services through three channels:
- Directly, by building and managing quality collections and providing hands-on service to state government
- Cooperatively, through collaborative efforts and information sharing networks within the library community
- Virtually, through online and on-the-go access to expert assistance, digitized resources, and a vast selection of electronic materials

Project Goals

The State Library of Ohio recently became a Digital Public Library of America (DPLA) service hub.

DPLA is
- A *portal* that delivers students, teachers, scholars, and the public to incredible resources, wherever they may be in America.
- A *platform* that enables new and transformative uses of our digitized cultural heritage. A
- An advocate for a strong *public option* in the twenty-first century.

More information on DPLA can be found at https://dp.la.

Digital items and their corresponding metadata from cultural institutions are integrated into DPLA through state service hubs. The State Library of Ohio is in process of launching the Ohio service hub. The service hub will house the software necessary to aggregate the data to DPLA.

REPOX will be the software used to aggregate and upload the metadata to DPLA. The contractor or development firm will be installing the REPOX platform, and ensuring the platform is ready for use. The vendor will meet the requirements outlined in the following section.

Vendor Requirements and Timeline

Vendor Requirements

The vendor will meet the following technical requirements:

- Implement and configure the REPOX platform for DPLA and works to ensure system efficiency and operability
- Assist with testing of harvesting and normalization of Ohio metadata
- Work with other staff to write and apply XSLT data transformations
- Create documentation for use by State Library and DPLA staff moving forward.

The vendor will meet the following competencies:

- Ability to communicate in a timely and effective manner. (i.e., responding to any request within 72 hours)
- Ability to complete tasks on schedule.
- Ability to comply with State Library of Ohio and DPLA reporting requirements.
- Demonstrated ability to create websites based on nature of the program.
- Ability to meet with State Library of Ohio and Ohio Digital Network staff at beginning and end of project as well as weekly throughout the duration of the project.

Estimated Timeline

The estimated project time is 48-62 hours as shown in the table below.

Element	Estimated Time
Planning/Analysis/Management	8 hours
REPOX Installation	5 hours
Assist with Testing and Normalization	20-30 hours
Write XSLT Data Transformations	15-20 hours
Create Documentation	10 hours
Total	**48-62 hours**

Proposal Submission and Evaluation Process

Interested individuals or development firms must submit proposals the following to Jamie Pardee (jpardee@library.ohio.gov) by March 29, 2017. Proposals must be submitted

electronically and late proposals will not be accepted. Any questions regarding the proposal must be submitted to J. Pardee electronically by March 21, 2017.

Proposals must include the following:

- Resume
- Two to four sample project links
- Three professional or personal references

After the March 29, 2017 deadline a committee of State Library of Ohio Staff will review the proposals and make the final selection. Respondents to this RFP will be notified by April 7. Work on the project will begin by April 24.