

**Request for Qualifications (RFQ) for Consulting Services for
Capital Campaign Feasibility Study for Potential Library Buildings for the
Pierce County Library System**

Responses to Questions

March 21, 2019 Updated

Q: How important is it to the library and/or foundation to partner with a local consulting firm?

A: We plan to partner with the firm that most closely meets the qualifications listed in the RFQ.

Q: Fees for campaign feasibility studies are often in the \$40,000 to \$50,000 range. Do these fees align with your budget?

A: Yes.

Q: Has the budget been established for this project? Are you willing to share an amount/range?

A: The Library Board passed a 2019 budget that included \$75,000 for a Capital Campaign Feasibility Study, which includes costs for a consultant. Depending on the outcome of a contract and any other components that the consultant may bring to help us be successful, the budget may change.

Q: What data system(s) do you use? Do you feel your system(s) and/or support staff are ready to support a campaign?

A: The Foundation uses Blackbaud Raiser's Edge NXT and Financial Edge NXT. We plan to be ready to support a campaign.

Q: Have you conducted a campaign and if so, when and how much was raised?

A: The last capital campaign was conducted 10 years ago and raised approximately \$500,000 over 3 years.

Q: Do you now or have you previously worked with fundraising counsel? If so, are they proposing?

A: The Pierce County Library System and Pierce County Library Foundation have worked with a fundraising consultant on a past campaign. Information related to proposers may be disclosed after contract award is made.

Q: How many frontline fundraising staff do you have?

A: Currently, one.

Q: How many donors are in the current database? Are there any other systems that track constituent data that could be reviewed to identify areas of donor potential?

A: The Foundation currently has approximately 3,000 donor records, and uses only one database in its fundraising efforts.

Q: What is the Board's role in propelling fundraising efforts? Overall, how experienced are members in raising funds?

A: The Pierce County Library Foundation Board of Directors is a fundraising board with varying levels of fundraising experience.