



Agenda Item

City Council

Item #: 3.3.

4/23/2024

File #: 24-0248

TO: Honorable Mayor and Members of the City Council

THRU: Tom Kisela, City Manager

FROM: Amy Harpster, Interim Library Services Director

1. SUBJECT

Agreement with Bibliotheca, LLC for technical support and maintenance of Library hardware and software.

2. SUMMARY

An agreement with Bibliotheca, LLC to provide annual library hardware and software subscriptions, technical support, and maintenance.

3. RECOMMENDED ACTION

Approve the agreement with Bibliotheca, LLC in the amount of \$219,938.31 for library hardware and software support and maintenance; and authorize the Mayor and City Clerk to execute the agreement on behalf of the City.

4. FISCAL IMPACT

The expense for this agreement is \$219,938.31 and will be funded through the General Fund:
100.2004.51423.00000 Maintenance/Contracts \$219,938.31

5. STRATEGIC PLAN GOALS

Goal 4: Provide outstanding public service

c: Enhance technology to improve public accessibility to information and services.

6. DISCUSSION AND BACKGROUND

In 2005, the Library conducted a competitive bid process for Radio Frequency Identification (RFID) self-service checkout equipment and an automated materials handling (AMH) sorter. Integrated Technology Group (ITG) ranked as the first choice and Bibliotheca ranked second from a field of seven bid responses. In 2011, ITG and Bibliotheca merged as "Bibliotheca, LLC" and has since become the global RFID leader for libraries.

In 2015, the City executed an agreement with Bibliotheca, LLC to upgrade the RFID self-service checkout machines and security gates at the Orange Public Library & History Center (OPL & HC) based on similar discounted pricing extended through the Carlsbad City Library agreement with Bibliotheca, LLC. Staff completed that project in 2017, and it was well received by library patrons who loved the updated features of the new self-service equipment.

In 2018, the City executed a first amendment to the agreement with Bibliotheca, LLC for an upgrade and replacement of the AMH sorter for the OPL & HC, which had reached end of life.

In 2019, the City executed a second amendment to the agreement with Bibliotheca, LLC to add self-service checkout machines and security gates for the branch libraries and to extend the annual technical support and maintenance for all library hardware and software.

The Library's current agreement with Bibliotheca, LLC expires on April 30, 2024. This five-year agreement renews the partnership with Bibliotheca, LLC and proposes annual library hardware technical support and maintenance and annual library software licensing, subscriptions, technical support, and maintenance through April 30, 2029.

Cost and Funding

The Bibliotheca, LLC RFID equipment has been integral to the Library, providing a high level of customer service to patrons while minimizing staffing levels. More than 70% of the public use the self-service machines to checkout materials, and the AMH sorter processes 95% of returned items. Bibliotheca provides excellent products and service, and staff is pleased with their overall performance.

The proposed cost over the life of the agreement is \$219,938.31 and will be included in the Library's annual operating budget proposal. The following payments are due April 30 of each fiscal year:

Fiscal Year 2024-2025	\$40,809.86
Fiscal Year 2025-2026	41,567.69
Fiscal Year 2026-2027	43,640.78
Fiscal Year 2027-2028	45,817.36
Fiscal Year 2027-2029	48,102.62
TOTAL	\$219,938.31

The five-year agreement will lock in pricing to protect against inflation and labor costs that have steadily increased over the past years.

7. ATTACHMENTS

- Agreement with Bibliotheca, LLC