

August 8, 2023

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

RECOMMENDATION:

Adopt Specifications No. RFP LS-22-109 and award contract to Innovative Interfaces Inc., of Emeryville, CA, for Integrated Library System (ILS) in a total annual amount not to exceed \$143,012, for a period of 5 years, with the option to renew for two additional five-year periods, at the discretion of the City Manager; and, authorize the City Manager, or designee, to execute all documents necessary to enter into the contract, including any necessary subsequent amendments. (Citywide)

DISCUSSION

City Council approval is requested to enter into a contract with Innovative Interfaces, Inc. ("Clarivate"), for providing Integrated Library System (ILS) services. The ILS is the enterprise system for the majority of Library resources. Core functions of the ILS include maintenance of patron records, circulation records, lost book fees, acquisition funds, and materials purchase tracking. This system is a tool for staff and the public to search for materials, place holds, and check personal library accounts.

The Request for Proposal (RFP) was advertised in the Long Beach Press-Telegram on January 17, 2023, and 13 potential proposers specializing in library systems were notified of the RFP opportunity. Of those proposers, nine downloaded the RFP via the City's electronic bid system. The RFP document was made available from the Purchasing Division, located on the sixth floor of City Hall, and the Division's website at [www.longbeach.gov/purchasing](http://www.longbeach.gov/purchasing). An RFP announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 44 local, minority-owned, and women-owned business groups. There were three proposals received on February 22, 2023. Of those three proposers, none were Minority-owned Business Enterprises (MBEs), one was Women-owned Business Enterprises (WBEs), none were certified Small Business Enterprises (SBEs), and none were Long Beach vendors (Local). The selection committee determined that Innovative Interfaces Inc, of Emeryville, CA (not a MBE, WBE, SBE, or Local), was the most qualified firm to provide the services.

A selection committee of professional and paraprofessional library staff selected this vendor for this RFP based on user interface preferences for staff workflow modules and ease of use for public library users.

HONORABLE MAYOR AND CITY COUNCIL

August 8, 2023

Page 2

This matter was reviewed by Deputy City Attorney, Vanessa S. Ibarra on July 24, 2023, Purchasing Agent Michelle Wilson on July 14, 2023, and Revenue Management Officer Geraldine Alejo on July 20, 2023.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. RFP LS-22-109 and award a contract concurrently is requested on August 8, 2023, to ensure the contract is in place expeditiously

FISCAL IMPACT

The total annual amount of the contract will not exceed \$143,012. The total annual cost is appropriated in the General Fund Group in the Library Services Department. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



CATHY DE LEON  
DIRECTOR OF LIBRARY SERVICES

APPROVED:



---

THOMAS B. MODICA  
CITY MANAGER