

C-19

April 4, 2023

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt a Resolution authorizing the City Manager, or designee, to execute a contract, and any necessary documents, including subsequent amendments, with Bibliotheca, of Norcross, GA to provide updated patron self-checkout machines at the eleven Long Beach Public Library branch libraries, and maintenance services, in a total amount not to exceed \$224,726 for a period of 5 years, with no renewal options, 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 Bibliotheca to provide updated patron self-checkout machines at eleven LBPR branch libraries, including maintenance services for five years.

In 2013, the City implemented self-checkout machines at the twelve libraries to provide patron conveniences such as easy self-service borrowing of library materials, patron account access, and receipt printing. These machines were purchased outright and supported by an annual maintenance contract through Bibliotheca.

In 2019, the City implemented new self-checkout machines as part of the Billie Jean King Main Library grand opening. These machines from 2019 are still in excellent working order. However, the self-checkout machines at the eleven branch libraries from 2013 are at their end of life and should be replaced in Fiscal Year (FY)2023 to update to the newer Bibliotheca self-checkout machines introduced at Billie Jean King Main Library (Main Library) in 2019. As a cost saving measure, both in budget and impact on staff resources, the Library would like to update the eleven branches to match the Main Library, rather than replace all machines system-wide. Bibliotheca now offers a Solution as a Service (SaaS) model with maintenance agreement built in, which is preferred for ease of maintenance services and disposal of machines at the end of the contract.

A competitive procurement process for these services is not feasible, because the Main Library self-checkout machines from 2019 are a proprietary suite of applications developed, implemented, and supported solely by Bibliotheca. This product integrates seamlessly with the Radio Frequency Identification (RFID) technology already in place at our twelve libraries, so it will require fewer staff resources to implement than other products. While there are a few other self-checkout machine vendors in the market,

additional installation and integration work would be needed to bring them online with Long Beach Public Library's (LBPL) current (RFID) infrastructure, including our security gates, staff workstations, and automatic material handling machines. This would also require additional costs to replace the newer self-checkout devices already in place at Main Library. Continuing with Bibliotheca will keep the Library's RFID systems uniform across all LBPL locations, a cost-saving alternative to replacing the new models already in service at Main Library.

City Charter Section 1801 requires that contracts for City purchases be awarded to the lowest responsible bidder after a competitive bid process but allows for awards without a competitive bid process when authorized by a Resolution adopted by the City Council.

This matter was reviewed by Deputy City Attorney Vanessa S. Ibarra on March 16, 2023, Purchasing Agent Michelle Wilson on February 15, 2023 and Revenue Management Officer Geraldine Alejo on February 23, 2023.

TIMING CONSIDERATIONS

City Council action to adopt a Resolution and award a contract concurrently is requested on April 4, 2023, to ensure the new contract is in place.

FISCAL IMPACT

The total amount of the contract will not exceed \$224,726. The 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

Attachment - Resolution

APPROVED:



THOMAS B. MODICA
CITY MANAGER

1 RESOLUTION NO.
2

3 A RESOLUTION OF THE CITY COUNCIL OF THE
4 CITY OF LONG BEACH AUTHORIZING THE CITY
5 MANAGER TO EXECUTE A CONTRACT WITH
6 BIBLIOTHECA, WITHOUT ADVERTISING FOR BIDS, FOR
7 THE PURCHASE, MAINTENANCE, AND DISPOSAL OF
8 SELF-CHECKOUT MACHINES FOR THE ELEVEN
9 BRANCHES OF THE LONG BEACH PUBLIC LIBRARIES,
10 FOR A TOTAL AMOUNT NOT TO EXCEED \$224,726, FOR
11 A PERIOD OF FIVE YEARS
12

13 WHEREAS, the Long Beach Public Library (“LBPL”) is responsible for
14 providing City residents with easy access to library materials and efficient methods to
15 retain library services; and

16 WHEREAS, LBPL has implemented the use of patron self-checkout
17 machines since 2013 at the eleven LBPL branches; and

18 WHEREAS, the self-checkout machines provide a convenient way for
19 patrons to quickly borrow library materials, conduct inquiries, and print receipts without
20 waiting; and

21 WHEREAS, the current self-checkout machines at each of the eleven
22 branches are at their end of life and should be replaced for the Fiscal Year of 2023; and

23 WHEREAS, updating the current machines with LBPL’s present RFID
24 infrastructure would not be cost-effective, and there are fewer machine vendors who can
25 provide these updates; and

26 WHEREAS, Bibliotheca offers self-checkout machines with newer
27 technology and a Solution as a Service model agreement including maintenance services
28 and the disposal of machines at the end of the contract; and

OFFICE OF THE CITY ATTORNEY
DAWN MCINTOSH, City Attorney
411 W. Ocean Boulevard, 9th Floor
Long Beach, CA 90802

1 WHEREAS, Bibliotheca has been providing self-checkout machines to the
2 Billie Jean King Main Library since 2019; and

3 WHEREAS, the continued services and technology provided by Bibliotheca
4 will allow LBPL's RFID systems to become uniform across all library branches;

5 NOW, THEREFORE, the City Council of the City of Long Beach resolves as
6 follows:

7 Section 1. The City Manager is hereby authorized to enter into a contract
8 with Bibliotheca, without advertising for bids, for the purchase, maintenance, and disposal
9 of self-checkout machines for the Long Beach Public Libraries, for a total contract amount
10 not to exceed Two Hundred Twenty-Four Thousand Seven Hundred Twenty-Six Dollars
11 (\$224,726), for a period of five (5) years, at the discretion of the City Manager.

12 Section 2. This resolution shall take effect immediately upon its adoption
13 by the City Council, and the City Clerk shall certify the vote adopting this resolution.

14 I hereby certify that the foregoing resolution was adopted by the City
15 Council of the City of Long Beach at its meeting of _____, 2023,
16 by the following vote:

17
18 Ayes: Councilmembers: _____

19 _____

20 _____

21 _____

22 Noes: Councilmembers: _____

23 _____

24 Absent: Councilmembers: _____

25 _____

26 Recusal(s): Councilmembers: _____

27 _____

28

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DAWN MCINTOSH, City Attorney
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Lana Beach, CA 90802

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City Clerk