

# C-21

August 8, 2023

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

## RECOMMENDATION:

Adopt Specification No. RFP LS-22-111 and award a contract to Innovative Interfaces Inc., of Emeryville, CA, for Discovery Layer services, in a total annual amount not to exceed \$63,129, for a period of five 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 Discovery Layer (DL) services. The DL is the enterprise system and public gateway to the majority of Library resources. Core functions of the DL serve as the gateway to online databases, newspaper archives, downloadable eBooks/audiobooks, and circulation of technology devices, including internet hotspots and chrome books. This system is a tool for staff, as well as the public, to search for materials.

The Request for Proposal (RFP) was advertised in the Long Beach Press-Telegram on January 17, 2023, and 22 potential proposers specializing in library systems were notified of the RFP opportunity. Of those proposers, eight 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 four proposals received on February 22, 2023. Of those four proposers, none were Minority-owned Business Enterprises (MBEs), none were 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 an 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 based on user interface preferences for staff workflow modules and ease of use for public library users.

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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 Specification RFP LS-22-111 and award contracts 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 \$63,129. 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:



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THOMAS B. MODICA  
CITY MANAGER