



Legislation Text

File #: 23-0310, **Version:** 1

Recommendation to adopt resolution authorizing 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 City Manager, or designee, to execute all documents necessary to enter into the contract, including any necessary subsequent amendments. (Citywide)

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.

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.

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.

Approve recommendation.

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CATHY DE LEON
DIRECTOR OF LIBRARY SERVICES

APPROVED:

THOMAS B. MODICA
CITY MANAGER