

**C-7**

May 19, 2020

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

**RECOMMENDATION:**

Authorize the City Manager, or designee, to execute a Seventh Amendment to Contract No. 30976 with Innovative Interfaces, Inc., of Emeryville, CA, to provide continued Library Management System services, in the amount of \$149,780, plus a 15 percent contingency in the amount of \$22,467, for a total annual amount not to exceed \$172,247 for a period of one year, with the option to renew for an additional one-year period in the amount of \$162,366, at the discretion of the City Manager. (Citywide)

**DISCUSSION**

City Council approval is requested to amend contract No. 30976 with Innovative Interfaces, Inc., to continue providing licensing, support, hardware, and software services for the Library Management System (LMS) for up to two years. This request also includes a renewal for the Department of Library Services' (Library) telephone notices/renewal system.

The LMS is an enterprise system and a public gateway for the majority of Library resources. The enterprise system includes maintenance of patron records, circulation records, fines, fees, acquisition funds, and materials purchase cycle tracking. Library resources available through the LMS include online databases, newspaper archives, downloadable audiobooks, eBooks, and music. The public access catalog, also available through the LMS, allows Library staff and the public to search for materials, place holds and check personal library accounts.

On January 20, 2015, the City Council authorized an agreement with Innovative Interfaces, Inc., for a term of three years, with the option to renew for two additional one-year periods. Contract amendments have included term extensions, additional necessary software, and a cloud backup solution that has served the Library well.

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 if accompanied by a Resolution adopted by the City Council. During the period of the contract extension with Innovative Interfaces, Inc., the Library will move forward with a Request for Proposals, as required by City Purchasing policy, to select a vendor to provide Library Management Services. The procurement of a new contract has been delayed due to staff shortages, the Billy Jean King Main Library move, as well as the COVID-19 response.

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This matter was reviewed by Deputy City Attorney Amy R. Webber on April 30, 2020 and by Deputy Finance Director Sandy Tsang-Palmer and Revenue Management Officer Geraldine Alejo on April 17, 2020.

TIMING CONSIDERATIONS

City Council action to amend Contract No. 30976 is requested on May 19, 2020, to ensure the amendment is in place expeditiously.

FISCAL IMPACT

During the first year, the total contract amount will not exceed \$172,247, inclusive of a 15 percent contingency. The contract amount for year-two will not exceed \$162,366. The total cost of the contract over a two-year period will not exceed \$334,613. There is currently \$161,363 appropriated in the General Fund Group in the Library Services Department to fund the annual cost. It is anticipated that additional budget needed to support the contract will be funded using current resources budgeted within 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. The extension of the contract will provide continued support to our local economy.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



GLEND A WILLIAMS  
DIRECTOR OF LIBRARY SERVICES

APPROVED:



THOMAS B. MODICA  
CITY MANAGER