

COUNCIL ACTION FORM

SUBJECT: CONTRACT FOR INTEGRATED LIBRARY SYSTEM SOFTWARE

BACKGROUND:

A user-friendly integrated library system (online catalog) with a modern discovery layer has been researched as part of planning to meet patron and staff needs for the renewed Library. Staff recognized that existing search options in the online catalog were outdated.

Initially, research was done into available add-ons for the Library's current integrated library system (ILS). When considering the add-on options, staff realized that adding a modern discovery layer to the current online catalog would be as time-consuming as migration to a new, full-featured ILS. The Library Board then gave staff direction to move forward with a Request for Proposals (RFP) from vendors for a new ILS. The goal is to provide a better customer experience and improve staff efficiency.

On November 22, 2013, five companies submitted proposals in response to the RFP issued in October 2013. The proposals were independently evaluated by five members of the Library staff and scored by the City's Purchasing staff. Scoring was based on the Library's systems requirements, compatibility with existing third-party products, function of modules (acquisitions, cataloging, circulation, inventory, public access catalog, and home delivery), vendor information, and overall cost of ownership. The Polaris Library Systems proposal received the highest rating from each independent evaluator and received the highest cumulative score, both with and without pricing. The evaluation matrix is attached.

On December 19, 2013, the Library Board of Trustees reviewed this information and unanimously adopted a resolution authorizing the Library Director to work with representatives of Polaris to negotiate the terms of an agreement for ILS purchase and migration. A letter of intent was also sent to Polaris representatives on December 20, 2013, so that Ames Public Library could be added to Polaris's installation schedule.

The details of the purchase and migration have been finalized and the contract has been approved by the City Attorney. Upon review of the particulars during a special session held January 9, 2014, the Library Board adopted a resolution recommending that the City Council award a contract for purchase of the Polaris Integrated Library System from Polaris Library Systems of Liverpool, New York, in the amount of \$131,431.

Funding for the project is available from private donations for the renovation project. The Library originally had requested funding through the City's Capital

Improvement Program process for 2015/16. However, private donations for the renovation project are now being utilized and have freed the dollars originally designated in the CIP for other important public improvements.

ALTERNATIVES:

1. Award the contract for purchase of the Polaris Integrated Library System to Polaris Library Systems of Liverpool, New York, in the amount of \$131,431.
2. Do not award the contract.

MANAGER'S RECOMMENDED ACTION:

Staff resources and time will be at a premium when the Library moves back into the renewed and expanded permanent facility. A modern, flexible ILS and online public catalog will allow staff to use time more efficiently and provide a modern interface for customers to access materials. Funds are available from private donations to the renovation project to cover the purchase.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby awarding the contract for purchase of the Polaris Integrated Library System to Polaris Library Systems of Liverpool, New York, in the amount of \$131,431.

EVALUATION MATRIX TOTALS
(WITHOUT PRICING)

Request for Proposal No. 2014-093

Integrated Library System

Evaluator	Polaris Library Systems	Sirsi Dynix Symphony	The Library Corporation	Innovative Interfaces	Auto-Graphics
1	63.60	49.00	37.20	42.60	36.60
2	69.60	50.60	47.20	40.80	48.80
3	64.80	52.00	53.00	44.00	47.20
4	61.60	49.00	47.20	52.00	39.00
5	55.20	47.80	51.40	47.20	43.80
TOTALS:	314.80	248.40	236.00	226.60	215.40

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4	61.60	49.00	47.20	52.00	39.00
5	55.20	47.80	51.40	47.20	43.80
Pricing Score	70.00	50.96	58.66	59.57	39.34
TOTALS:	384.80	299.36	294.66	286.17	254.74