

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	44975	Agenda Number	13.
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Meeting Date:	May 21, 2015
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Department:	Purchasing
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Subject

Authorize award and execution of a 36-month contract with ONLINE COMPUTER LIBRARY CENTER, INC., for a subscription to access the database of bibliographic records in Machine Readable Cataloging format at the Austin Public Library in an amount not to exceed \$267,276, with three 12-month extension options in an amount not to exceed \$89,092 per extension option, for a total contract amount not to exceed \$534,552.

Amount and Source of Funding

Funding in the amount of \$29,697 is available in the Fiscal Year 2014-2015 Operating Budget of the Austin Public Library. Funding the remaining 32-months of the original contract period and extension options are contingent upon available Operating funding in future budgets.

Fiscal Note

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing Language:	Sole bid received from the current provider of automated online cataloging database services. Current contract expires July 1, 2015.
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Prior Council Action:	
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For More Information:	Jane Neal, Buyer I, 512-974-3398
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Boards and Commission Action:	
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Related Items:	
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MBE / WBE:	This contract will be awarded in compliance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.
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Additional Backup Information

The contract is to provide automated online cataloging database services applied to circulating and reference materials added to the collection and library catalog of the Austin Public Library (APL). The acquisition of a variety of resources in various media formats for the APL include in-house cataloging and processing as well as cataloging and processing for shelf-ready drop ship delivery by vendors. The APL consists of the John Henry Faulk Central Library, the Austin History Center, and twenty branch libraries. The City broke ground on a new central library which is estimated to open in 2016.

All library circulating and reference resources added to the library collection are cataloged to facilitate the management and checkout of holdings for staff and library customers. Cataloging of materials is a standard practice that continues to evolve in the Library industry. Rather than libraries individually deciding on the classification and creation of bibliographic records for each acquired title, and in order to provide consistency of library resource records on a global basis, librarians nationally and internationally use a universal cataloging system that follows the Library of Congress (LOC) Dewey Decimal System standards for physical and digital media.

This contract provides compliance with LOC standards and shares online cataloging services that saves the staff from individually classifying the many thousands of titles received annually. To find specific items in the APL, users search for the location and Dewey Decimal Number in the online public access catalog. This agreement will allow APL catalogers to obtain, maintain and manage records into the library's online catalog for existing and new library materials. This agreement will also allow suppliers that contract with APL to obtain record information for the cataloging of shelf-ready drop ship deliveries to library locations.

The current contract for this cataloging database service expires July 1, 2015. Without a contract the library will be forced to manually catalog the materials.

MBE/WBE solicited: 0/0

MBE/WBE bid: 0/0

BID TABULATION
IFB BV No. JCN0002

<u>Vendor</u>	<u>Estimated Annual Cost</u>
Online Computer Library Center, Inc. Dublin, OH	\$89,092

A complete bid tabulation is on file in the Purchasing Office and is on the City's Financial Services Austin Finance Online website at: http://ci.austin.tx.us/financeonline/vendor_connection/solicitation/search.cfm

PRICE ANALYSIS

- a. Adequate competition. This is a very specialized service with a limited vendor pool.
- b. 17 notices were sent. There are no known MBE/WBE's for this commodity code. One bid was received.
- c. The pricing offered represents an 8% increase from the last contract awarded in 2008.

APPROVAL JUSTIFICATION

- a. Sole bid. Online Computer Library Center, Inc. is the current provider of this service.
- b. The Purchasing Office concurs with the Austin Public Library Department's recommended award.

c. Advertised in the Austin American Statesman and on the Internet.