



**PURCHASING ITEM  
FOR  
COUNCIL AGENDA**

**1. Agenda Item Number:**

**32**

**2. Council Meeting Date:**  
August 23, 2007

**TO: MAYOR & COUNCIL**

**3. Date Prepared:** July 17, 2007

**THROUGH: CITY MANAGER**

**4. Requesting Department:** Community Services

**5. SUBJECT:** Request approval for sole source purchase of services from Amigos Library Services that include membership, access to OCLC (Online Computer Library Center) database, Atlas hosted server, and Illiad software renewal license in an amount not to exceed \$38,000.

**6. RECOMMENDATION:** Staff recommends that Council approve the use of Amigos Library Services for membership, access to OCLC (Online Computer Library Center) database, Atlas hosted server, and Illiad software renewal license in an amount not to exceed \$38,000.

**7. HISTORICAL BACKGROUND/DISCUSSION:** Amigos Library Services is a regional network and consortium that provides access to OCLC, an international bibliographic database that supplies cataloging copy and interlibrary loan services to libraries. The library pays an annual membership fee to Amigos plus subscription fees to access the OCLC database. The OCLC database is a unique entity, and OCLC brokers its services to libraries in the southwestern United States through the Amigos consortium. Amigos is a sole source provider for this service.

**8. EVALUATION PROCESS:** The Chandler Public Library is a member of AzNET, a library consortium sponsored by the Arizona State Library, Archives, and Public Records, to facilitate interlibrary loans among libraries in Arizona. The electronic routing and transfer of the AzNET interlibrary loan transactions are provided through the Amigos network. In addition to the interlibrary loan services, Amigos provides OCLC copy cataloging data, which significantly streamlines the process and reduces the cost of creating catalog records for new items added to the library's collection. Original, manual cataloging would cost an average of \$17.00 per item, primarily in staff time, while electronic copy cataloging through Amigos averages only \$1.10 per item. Amigos is a sole provider for these electronic services. Further benefits of the Amigos membership include the ability to purchase library materials from vendors like Demco, 3M, Highsmith, Gaylord, and The Library Store at a set discount. A purchase order will be used as the form of contract.

**9. FINANCIAL IMPLICATIONS:**

Cost: \$38,000

<u>Acct. No.:</u>	<u>Fund:</u>	<u>Service</u>	<u>Funded:</u>	<u>Funds:</u>
101.4310.0000.5219	General Fund	OCLC database access	2007-2008	\$29,000
101.4310.0000.5810	General Fund	Annual membership	2007-2008	\$ 1,600
217.4310.0000.5219.LB5025	Intel Grant	Atlas hosted server fee	2007-2008	\$ 3,800
217.4530.0000.5419.LB5025	Intel Grant	Illiad Software license	2007-2008	\$ 3,600

**10. PROPOSED MOTION:** Move to approve the use of Amigos Library Services for membership, access to OCLC (Online Computer Library Center) database, Atlas hosted server, and Illiad software renewal license in an amount not to exceed \$38,000 per staff recommendation.

**APPROVALS**

**11. Requesting Department**

*Brenda Brown by CH*  
Brenda Brown, Library Manager

**12. Department Head**

*Mark M. Eynatten*  
Mark M. Eynatten

**13. Procurement Officer**

*Glenda Shackelford*  
Glenda Shackelford, CPPB

**14. City Manager**

*W. Mark Pentz*  
W. Mark Pentz