



**PURCHASING ITEM
FOR
COUNCIL AGENDA**

CS09-024

1. Agenda Item Number:

12

2. Council Meeting Date:
August 28, 2008

TO: MAYOR & COUNCIL

3. Date Prepared: August 1, 2008

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 \$46,000.

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 \$46,000.

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 Library Services is the sole source provider for this service.

8. EVALUATION PROCESS: The Chandler Public Library is a member of AzNET, a library consortium sponsored by the State of Arizona Library, Archives, and Public Records Department, 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 Library Services is the 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: \$46,000

<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	2008-2009	\$37,000
101.4310.0000.5810	General Fund	Annual membership	2008-2009	\$ 1,500
217.4310.0000.5219.LB5025	Intel Grant	Atlas hosted server fee	2008-2009	\$ 3,800
217.4530.0000.5419.LB5025	Intel Grant	Illiad Software license	2008-2009	\$ 3,700

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 \$46,000 per staff recommendation.

APPROVALS

11. Requesting Department

Brenda Brown

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