



City of Sunnyvale

Agenda Item-No Attachments (PDF)

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REPORT TO COUNCIL

SUBJECT

Award a Contract to Innovative Interfaces, Inc. for Maintenance, Support and Hosting of Integrated Library System (ILS) Software and Add-on Modules (F21-055)

REPORT IN BRIEF

Approval is requested to award a multi-year contract to Innovative Interfaces, Inc. of Chicago, IL, for maintenance, support and hosting services of Integrated Library System (ILS) Software in a not-to-exceed contract amount of \$476,625.27. Approval is also requested to authorize the City Manager to amend this Contract to procure additional modules and services, and to renew the Contract for up to an additional five (5) years, subject to available budget and if pricing and service remain acceptable to the City.

EXISTING POLICY

Pursuant to Section 2.08.040 of the Sunnyvale Municipal Code, Council approval is required for the procurement of goods and/or services greater than \$250,000 in any one transaction.

Further, Section 2.08.070(b)(3) authorizes the purchase of goods and/or services to be exempted from the competitive bidding requirements when the solicitation of bids or proposals would be impractical, unavailing or impossible.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

BACKGROUND AND DISCUSSION

The Sunnyvale Public Library has used Sierra (Innovative Interfaces' system) as the ILS since 2015. The ILS provides core circulation functionality to the library - maintaining the catalog of materials, database of patrons and current status of loaned materials. Additional functionality is provided by additional modules such as 'Link+' which manages inter-library loan program and 'Content Café' which provides a license for supplemental information about library materials. The purchase of these modules occurred at different times, and fees for hosting and maintenance and support costs were managed on individual invoices and purchase orders.

During these economically trying times, Information Technology staff is reviewing the renewal cost for many upcoming items. Innovative Interfaces, Inc. has offered a one-time reduction in total cost in exchange for consolidating all items on a single, four-year contract with negotiated cost increases of 5% per year that can be budgeted for during this period. The expected increase in costs during this four-year contract period is in line with previous contract and current industry average increases. The full list of products that are licensed are listed in the Perpetual and Subscription License Agreements. In addition, staff anticipate an additional module that supports telephone notifications at the Library, iTeva, will be implemented in FY 2021/22 and supported during the term of this Maintenance Contract. The allowance of future amendments to the contract will allow staff to add new modules during the term of the Contract.

Considering the negotiated increase of fees are in line with industry averages and current vendor support is in place, staff determined that this negotiation would result in a similar cost if competition was conducted.

Therefore, staff is requesting an initial 4-year contract term and authorization for the City Manager to amend this Contract and renew the Contract for up to an additional five (5) years, subject to available budget and if pricing and service remain acceptable to the City.

FISCAL IMPACT

Funding is provided by the Technology and Communications Sub-Fund. The increase in pricing is at a standard rate; however, consolidating the services is at an amount that requires Council approval.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, Sunnyvale Public Library and Department of Public Safety. In addition, the agenda and report are available at Office of the City Clerk, and on the City's website.

RECOMMENDATION

Take the following actions:

- Award a four-year contract to Innovative Interfaces, Inc. for maintenance and support of Integrated Library System (ILS) Software in a not-to-exceed contract amount of \$476,625.27;
- Authorize the City Manager to execute the contract when all necessary conditions have been met; and
- Authorize the City Manager to amend this contract to procure additional modules and services and to renew the Contract for up to an additional five (5) years, subject to available budget and if pricing and services remain acceptable to the City.

Prepared by: Gregory S. Card, Purchasing Officer

Reviewed by: Tim Kirby, Director of Finance

Reviewed by: Kathleen Boutté Foster, Chief Information Officer

Reviewed by: Jaqui Guzmán, Deputy City Manager

Approved by: Kent Steffens, City Manager

ATTACHMENTS

1. Draft Perpetual License Agreement
2. Draft Subscription License Agreement