



CITY OF PLANO COUNCIL AGENDA ITEM

CITY SECRETARY'S USE ONLY				
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory				
Council Meeting Date:		3/28/16		
Department:		Libraries		
Department Head		Cathy Ziegler		
Agenda Coordinator (include phone #): Earl Whitaker x 7074				
CAPTION				
To approve and authorize the First Modification for the purchase of support & maintenance in the amount of \$59,536 from Bibliotheca, LLC, for Libraries. This modification will provide for an additional year of support & maintenance. (Contract No. 2013-198-X)				
FINANCIAL SUMMARY				
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP				
FISCAL YEAR:	2015-16	Prior Year (CIP Only)	Current Year	Future Years
		TOTALS		
Budget		0	275,090	0
Encumbered/Expended Amount		0	0	0
This Item		0	-59,536	0
BALANCE		0	215,554	0
FUND(s): GENERAL FUND				
<p>COMMENTS: Funding for this Agenda Item is included in the FY 2015-16 adopted budget to provide an Extension of a Maintenance Contract for Service Maintenance and Extended Warranty for fixing or replacing all specified equipment in the Plano Public Library System RFID check-in/check-out system. The remaining balance of funds will be used for other Maintenance Agreements and Library Services.</p> <p>STRATEGIC PLAN GOAL: Providing an Extension of a Maintenance Contract for Service Maintenance and Extended Warranty for fixing or replacing all specified equipment in the Plano Public Library System relates to the City's Goal of a Financially Strong City with Service Excellence.</p>				
SUMMARY OF ITEM				
See recommendation memo				
List of Supporting Documents: Recommendation Memo			Other Departments, Boards, Commissions or Agencies NA	



Memorandum

Date: March 1, 2016

To: Sharron Mason, Purchasing Department

From: Cathy Ziegler, Director of Libraries

Subject: Bibliotheca Support Maintenance and Extended Warranty

I recommend the Plano City Council agree to the one (1) year extension, in the amount of \$59,536.23, of Contract No. 2013-198-X Support and Maintenance with Bibliotheca, LLC, which was approved by City Council on April 22, 2013 as a sole source provider. Under this contract, Bibliotheca, LLC, will be responsible for fixing or replacing all specified equipment in the Plano Public Library System RFID check-in/check-out system, should the equipment fail during the contracted period.

Should the City Council decide not to extend this contract, and should the specified equipment fail, customer service would suffer while new equipment is located, purchased and installed. New equipment would be unbudgeted and could be a significant expense for the City, as the current equipment, acquired in a series of purchases, cost over \$800,000. We are dependent on this equipment to do business, as staff reductions were paired with its original implementation.