



Agenda Action Form Overview

Request to Award Contract for Integrated Library System

Background/Justification

The Board is requested to provide approval to amend the first year of the contract with Innovative Interfaces Incorporated by an additional \$10,500. This will increase the first year of the contract to \$130,500 and will also increase the five-year contract total to \$430,500. In addition, the Board is requested to provide approval for the Manager to execute any other related contracts such as amendments and/or change orders, if necessary, not to exceed an additional \$20,000 annually.

Library and Purchasing staff created the specifications for Request for Proposals (RFP) 22-014 for a vendor to provide the Library with an Integrated Library System. The specifications allow the County the right to award to a single contractor deemed to be fully qualified and best suited. The RFP was advertised on January 16, 2022. A total of four (4) responses were received and evaluated from Innovative Interfaces, SirsiDynix, The Library Corporation, and ByWater Solutions.

Library staff evaluated the bid responses based on each vendor's pricing and discounts offered; demonstrated ability of their system to provide service; end user experience of their system; support to the library; experience, references, and stability; and the Library's prior experience with each vendor.

On June 13, 2022, The Board authorized the County Manager to enter into a contract with Innovative Interfaces Incorporated to provide the Library with an Integrated Library System, as specified in RFP 22-014 for a total of \$120,000.00 for FY23. The contract total was originally \$420,000 for five years.

After the bid was approved, staff realized that the Library needed additional services that were not included in the original RFP to maintain automated phone calls to patrons and smoother data migration.

Policy Impact

There is no impact to current policy.

Procurement Background

Type of purchase

- ☐ Goods
- ☒ Services
- ☐ Architect, Engineer or Surveyor Services
- ☐ Construction and Repair

Did this request for purchase go through a bid process? Yes ☐ No ☒



Durham County Government
Agenda Action Form Supplemental Document – Contract Approval

Goods: Bids required if $\geq \$30,000$, BOCC approval if $\geq \$90,000$

Services: Bids required if $\geq \$30,000$, BOCC approval if $> \$40,000$

Construction/Repair work: Bids required if $\geq \$30,000$, BOCC approval if $\geq \$500,000$

If yes, attach a copy of bid tab and the minority and women business enterprise (MWBE) compliance review form provided by the Purchasing Division.

If no, why?

- ☐ Sole source exemption
- ☐ Cooperative purchasing program exemption
- ☐ State and federal contract exemption
- ☒ Contract is an amendment to an existing contract
- ☐ Other (please explain)

If exempted from bidding, has this request been reviewed and approved by the Purchasing Division in the agenda Legistar system? Yes ☒ No ☐

If no, why?

Fiscal Impact

The \$10,500 will be for additional data and telephony migration and will come from the Library's existing budget. No additional funding is requested.

Recommendation

The County Manager recommends that the Board provide approval to amend the first year of the contract with Innovative Interfaces Incorporated by an additional \$10,500. This will increase the first year of the contract to \$130,500 and will also increase the five-year contract total to \$430,500. In addition, the County Manager recommends that the Board provide approval for the Manager to execute any other related contracts such as amendments and/or change orders, if necessary, not to exceed an additional \$20,000 annually.