

For the past 14 months the Pasadena & Glendale Public Libraries have been engaged in a process to identify the current and future automation needs of the two library systems. The process began with a needs assessment that brought together nearly 130 Pasadena and Glendale staff members in more than 30 individual data gathering sessions. In addition, input was sought from the community through the use of a two-week patron survey last fall, which identified the functions and features that the public would find most useful in a new system. In the end, a report was produced that documented the issues that were identified during the needs assessment process and concluded with a recommendation that the two communities would benefit significantly by migrating to a new web-based Integrated Library System.

Library staff, assisted by a library automation consultant, prepared a detailed Request for Information (RFI) document that was distributed to qualified vendors. The responses received were evaluated and scored and the four highest-ranking vendors were subsequently invited to a series of onsite demonstrations and functionality assessment exercises hosted by the two libraries. While this phase of the process is currently ongoing, staff expects to complete the vendor selection process this summer at which time a recommended vendor selection will be brought forward to City Council. The current project timeline calls for the implementation of the new Integrated Library System during the 2nd quarter of FY 2004. Staff is requesting that \$750,000 be appropriated to this project from the Joint Pasadena / Glendale Library Equipment Replacement Fund. The description, justification, and schedule for this project is listed below:

DESCRIPTION: *This project provides for the end of lifecycle replacement of the existing joint Pasadena/Glendale Integrated Library System (ILS). The new system will incorporate a number of enhancements that will improve functionality and usability for both patrons and staff. The existing character-based user interface will be replaced with one that is graphically oriented and capable of displaying such items as book reviews, chapter previews, and thumbnail book cover images similar to what is found on commercial websites like Barnes & Noble and Amazon.Com. The new system will also support a number of patron "self-service" features such as online account review, e-mail notification, automated loan renewal, and customized notifications when new materials are added to the collection. Finally, the introduction of a new system and its associated hardware will allow us to address our ever-increasing data storage requirements*

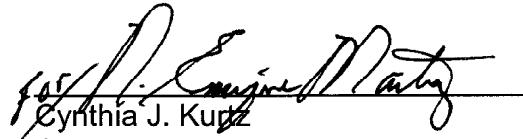
JUSTIFICATION: *The Pasadena Public Library has operated an Integrated Library System (ILS) on behalf of itself and the Glendale Public Library since 1981 under the terms of a joint-powers agreement. The system has been replaced or upgraded every six to seven years in keeping with changes in technology standards. The current system, which has been in use since 1995, is primarily a terminal/host and character-based system with limited capabilities for integration of browser based graphical technologies. The two institutions recently engaged in a needs assessment process involving both staff and library patrons, which culminated in the decision to proceed with this project*

SCHEDULE: *This project will be completed in FY 2004.*

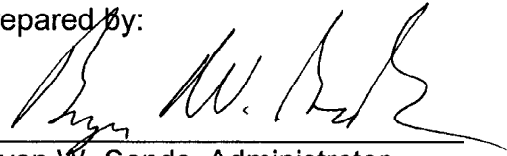
FISCAL IMPACT

The \$750,000 total estimated cost of this project will be borne equally by Pasadena and Glendale through the Joint Pasadena / Glendale Library Equipment Replacement Fund. Under the terms of the Joint Powers Agreement, which governs the relationship between the cities, the Pasadena and Glendale Public Libraries contribute equally to this fund on an annual basis. Sufficient funding is currently available in the Joint Pasadena / Glendale Library Equipment Replacement Fund (8506-212-605052).

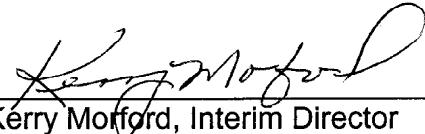
Respectfully submitted,


Cynthia J. Kurtz
City Manager

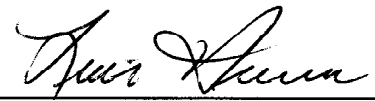
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