

Agenda Report

May 18, 2020

TO: Honorable Mayor and City Council
FROM: Libraries and Information Services Department
SUBJECT: AUTHORIZATION TO AMEND CONTRACT NO. 21868 WITH INNOVATIVE INTERFACES INCORPORATED FOR INTEGRATED LIBRARY SYSTEM SERVICES ON A SIX-MONTH BASIS IN AN AMOUNT NOT TO EXCEED \$111,784

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action herein is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061(b)(3) (Common Sense Exemption);
2. Authorize the City Manager to amend Contract No. 21868 with Innovative Interfaces Incorporated for six-months in an amount not to exceed \$111,784 for a revised contract value of \$590,797; and
3. To the extent this is considered a separate procurement, grant the proposed action an exemption from the Competitive Selection process pursuant to Pasadena Municipal Code Section 4.08.049(B) contracts for which the City's best interests are served, and pursuant to City Charter Section 1002(C), contracts for labor, materials, supplies or contract services available from only one vendor.

BACKGROUND:

The Pasadena Public Library uses an automated library catalog database system ("Integrated Library System" or "ILS") to manage bibliographic/item holdings, patron registration, patron account activity, and online resources. The existing ILS system is shared with the Glendale Library, Arts & Culture Department and has allowed the two agencies to operate interdependently with reciprocal lending to customers since 1981. The City of Pasadena's 2019 Fraud Risk Assessment study precipitated a review and recommendation to change the shared database structure to allow for increased security

and local control of patrons' bibliographic data, particularly with the expiration of the existing ILS service contract with Innovative Interfaces Incorporated on May 31, 2020.

In January 2019, the Pasadena and Glendale libraries began a comprehensive assessment of the shared system in light of the conditions stated above. Subsequently, both agencies agreed they could better serve their respective residents by operating independently on separate ILS platforms. In October 2019, the Pasadena Public Library began a competitive Request for Proposal (RFP) process designed to identify a new ILS system that would best meet the current and future needs of the Pasadena Public Library and Pasadena residents. At the January 27, 2020 City Council Meeting, the Sirsi Corporation was awarded a 5-year contract to provide ILS subscription services for the Pasadena Public Library. Since the award library staff have experienced delays due to unforeseen circumstances related to COVID-19, and in order to ensure uninterrupted ILS services the Library is seeking to amend the current contract amount of \$479,013 with Innovative Interfaces Incorporated for an additional six-month period amount of \$111,784.

This proposed action will provide uninterrupted ILS services with the current vendor as the Library transitions to the newly awarded contract with the Sirsi Corporation.

COUNCIL POLICY CONSIDERATION:

The proposed action supports the City Council's Strategic Plan goals to provide a high quality of public service, which adds to the quality of life in the City and increases its attractiveness through more efficient management of resources.

ENVIRONMENTAL ANALYSIS:

This purchase is exempt from CEQA per section 15061(b)(3), the Common Sense Exemption (formerly the General Rule). The Common Sense Exemption can be applied when it can be seen with certainty that the activity will not have a significant effect on the environment. The proposed action is for services that will not result in any new development or physical damages.

FISCAL IMPACT:

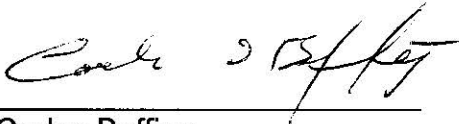
The total cost of this action will be \$111,784 for six-month term starting June 1, 2020. Funding will be addressed by the utilization of the existing budgeted appropriations in the Library Services fund's Collection and Business Services for Other Contract Services (21219006-811400). Indirect and support costs such as maintenance and IT support will be addressed annually by utilization of existing appropriations in the Library's operating budget.

Respectfully submitted,



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Services

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Approved by:



STEVE MERMELL
City Manager