



Legislation Text

File #: 17-0550, **Version:** 1

Library Director recommending the Board approve the continuation of the following perpetual agreements for Fiscal Year 2017/18 for a total amount of approximately \$22,400 for ongoing online cataloging, internet access and maintenance and technical support for the automated materials handling system:

- 1) OCLC, Inc. in the amount of \$8,500;
- 2) Comcast in the amount of \$1,900; and
- 3) TechLogic Corporation in the amount of \$12,000.

FUNDING: General Fund and CSA 10.

DEPARTMENT RECOMMENDATION

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DISCUSSION / BACKGROUND

The Library manages several perpetual agreements for ongoing online cataloging, internet access, and maintenance and technical support for the automated materials handling system. The Department is bringing this matter before your Board pursuant BOS Policy C-17 Section 4.5 which states "Departments must obtain authorization from the Board of Supervisors, initially, and on an annual basis, to utilize any contract that does not have a stated term." The agreements are listed on Attachment "A".

ALTERNATIVES

N/A

OTHER DEPARTMENT / AGENCY INVOLVEMENT

N/A

CAO RECOMMENDATION

The Chief Administrative Office concurs with the recommendation.

FINANCIAL IMPACT

The estimated cost of the agreements for FY 2017-2018 is \$22,400. This amount is included in the department's Recommended Budget for FY 2017-2018.

CLERK OF THE BOARD FOLLOW UP ACTIONS

- 1) The Library will notify Procurement and Contracts of the Board's approval of the list of perpetual

agreements, authorizing the Purchasing Agent to encumber funds for FY 2017-2018 payments under these agreements, and

2) The Library will continue to administer the contracts and process payments upon receipt and approval of invoices.

STRATEGIC PLAN COMPONENT

Good Governance

CONTACT

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