



## Legislation Text

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**File #:** 19-0798, **Version:** 1

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Library Department recommending the Board:

- 1) Approve the continuation of the following perpetual agreements for Fiscal Year 2019-2020 for a total amount of \$67,900; and
- 2) Authorize the Purchasing Agent to encumber funds for fiscal year 2019-2020
  - a) Agreement 3094 with OCLC, Inc. for ongoing online cataloging in the amount of \$9,900;
  - b) Agreement 651 with CALIFA for public internet access in the amount of \$45,000; and
  - c) Agreement 2074 with TechLogic Corporation for maintenance and technical support for the automated materials handling system in the amount of \$13,000.

**FUNDING:** General Fund and CSA 10.

### **DISCUSSION / BACKGROUND**

The Library Department manages perpetual agreements for ongoing online cataloging, internet access, and maintenance and technical support for the automated materials handling system.

The Library Department is bringing this matter before your Board pursuant to 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".

Library Department will initiate a Fenix change order for each agreement to encumber funds for fiscal year 2019-20. Procurement and Contracts Department to post change orders.

### **ALTERNATIVES**

N/A

### **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

Procurement and Contracts

### **CAO RECOMMENDATION**

It is recommended that the Board approve this item.

### **FINANCIAL IMPACT**

Funding is included in the Recommended Budget for FY 2019-20.

### **CLERK OF THE BOARD FOLLOW UP ACTIONS**

None.

### **STRATEGIC PLAN COMPONENT**

N/A

### **CONTACT**

Jeanne Amos, Library Director