FINANCE DEPARTMENT Certificate of Exemption Form

Date: 02/15/2016

Originating Department: Library

The City is authorized under limited conditions to make procurements outside of the competitive solicitation process. Chapter 252 of the Local Government Code provides guidance regarding sixteen general exemptions from the competitive solicitation. Please select one exemption.

- a procurement made because of a public calamity that requires funds to relieve the needs of the residents or to preserve city property
- O a procurement to preserve or protect the public health or safety of the city's residents
- O a procurement necessary because of unforeseen damage to machinery, equipment or other property
- O a procurement for personal, professional or planning services
- a procurement for work that is performed and paid for by the day as the work progresses
- O a purchase of land or right-of-way
- a procurement of items available from only one source
- a purchase of rare books, papers and other materials for a public library

- O paving, drainage, street widening and other public improvements or related matter where at least one-third of the costs are paid by special assessments
- O a public improvement project which has been authorized but for which there is deficiency of funds to complete in accordance with the plans as authorized
- a payment under a contract by which a developer participates in the construction of a public improvement as provided by subchap. c, ch 212.
- O personal property sold
- O services performed by blind or severely disabled persons
- O goods purchased by a municipality for subsequent retail sale by the municipality
- O electricity
- O advertising, other than legal notices

This Certificate of Exemption is executed and filed with the Finance Department as follows:

1. The undersigned is authorized to approve an exemption.

2. An exemption according to Section 252.022 of the Local Government Code exists. More specifically, the following event has occurred:

The San Antonio Public Library is requesting a purchase of RFID equipment in support of the openings of the Schaefer Branch Library. The equipment is proprietary to the 3M Corporation/Bibliotheca and Amigos Library Services is an authorized reseller of the equipment in the state of Texas.

3. Because the exemption stated above exists, the City of San Antonio intends to contract with Amigos Library Services which will cost approximately 51,383.00

Originator

2-16-16

Department Director Approval

City Manager

(approval required only for ratification by City Council)

Revised 3/12/2014

Tracking Number: _______ Y (

Procurement Administrator App

For Finance Use Only)



Purchasing and General Services

This questionnaire is designed to assist staff in relating information necessary for the Purchasing & General Services

(Sole Source purchases are permissible only when goods or services are available from only ONE source. Please refer to Procurement Policy & Procedures Manual on COSAweb for complete requirements.)

Name of Item:	Radio Frequency Identification	on Equipment			
Manufacturer:	3M/Bibliotheca				
	lable from only one source	*Model Number			
		Available from more th	an one source		
lame of Source	e: Amigos Library Services				
Brief descriptio	n of where or how the item(s)	will be used:			
ne krib equipn	nent will be used by staff and t tain security of the material co	he nublic in the simulation of the	rary materials. Var	ious pieces of equ	ipment
escribe the pe oject:	erformance functions proprieta	ry to the item(s) requested and v	why they are neces	sary to accomplish	n the
ie RFID equipm clusive seller o	nent is solely designed and ma If the proprietary equipment in	nufactured by the 3M Corporation the state of Texas.	on. Amigos Library	Services is an auti	horized
II the item be	used in conjunction with existi	na equinment?	C V	O !!	
			Yes	CNo	
ll it be used as	a component to be interfaced	with existing equipment?	(• Yes	(No	
ll it be used as		with existing equipment?			8
II it be used as nat is the branc	a component to be interfaced	with existing equipment?			e
II it be used as nat is the branc fand public co I this be used a	a component to be interfaced d and model number of existing emputers as an accessory or option?	with existing equipment?			
II it be used as nat is the branc f and public co I this be used a	a component to be interfaced d and model number of existing emputers as an accessory or option?	with existing equipment?	(€ Yes	C No	
Il it be used as nat is the brance f and public co I this be used a I training be re scribe the train	a component to be interfaced d and model number of existing emputers as an accessory or option?	with existing equipment? g equipment?		(No	
Il it be used as nat is the brance f and public co Il this be used a I training be re scribe the train nours, days, or n	a component to be interfaced and model number of existing imputers as an accessory or option? Equired?	with existing equipment? g equipment? .		C No C No	
ill it be used as hat is the branch from the b	a component to be interfaced and model number of existing imputers as an accessory or option? Equired?	with existing equipment? g equipment? .		C No C No	



Purchasing and General Services

Originator's Name:

Metal Diffortighell

Division's Approval:

Purchasing Approval:

Date: 2/9/16

Date: 2/9/16

Date: 6/3//



June 1, 2016

Michael D. Howdyshell Contract Coordinator San Antonio Public Library <u>Michael.howdyshell@sanantonio.gov</u> 210-207-2680 Phone

Dear Mr. Howdyshell,

Amigos Library Services is the sole source distributor of 3M/Bibliotheca RFID Detection Systems and accessories in the State of Texas. 3M/Bibliotheca is the sole source manufacturer of the RFID equipment.

The sales representatives that will aid you in the purchasing process will be Liz Stringer and Gerrye McEntire, who can be reached at stringer@amigos.org and mcentire@amigos.org or 800-843-8482.

Let us know if you have any questions regarding the purchasing and payment process. Thank you for your business.

Best Regards,

Charles Cason III

CFO

COE-SS-SAPL-20160603



Amigos Library Services

14400 Midway Road

Dallas, TX 75244

Phone: (972) 340-2802 (direct)

Fax: (972) 991-6061

Today's Date:

06/01/16

Expiration Date:

08/30/16

Quotations are good for 90 days. All dates are based on ship dates. Order must ship within the 90 day window. After 90 days, quotation expires. Contact Amigos Library Services for a New

Ship to: (Destination of Goods)			Bill to: (Agency to Invoice)			
Library Name San Antonio Public Library - Schaefer			Name			
Address 6322 U.S. Hwy 87 E.			Address			
City, State, Zip San Antonio, TX, 78259			City, State, Zip			
Contact Name Mike Howdyshell			Accounts Payable Contact Name			
Email Address Michael Howdyshell@sanantonio.gov			Email Address			
Phone #			Phone #			
Fax#			Fax #			
P.O. # and form as an		e required if customer is using this	Requested Delivery and Install Dates			
Quantity	Stock Number	Description			ended Price	
John &	100000	The letter near the district con-	The second second second second	\$0.00	\$0.00	
				\$0.00	\$0.00	
1 70-0087-0002-8		Detection System Model 9103 DM (w	rired network card)	\$13,054.00	\$13,054.00	
				\$0.00	\$0.00	
2 75-4700-3512-4		8422 SelfCheck System R-Series Tal	ble Top (White)	\$7,482.00	\$14,964.00	
				\$0.00	\$0.00	
1 d	75-4700-3713-8	Digital Library Assistant (includes dig	ital data manager)	\$5,915.00	\$5,915.00	
20.140 100	75 4700 0070 0	000 F-1		\$0.00	\$0.00	
10 75-4700-3078-6	75-4700-3078-6			\$784.00	\$7,840.00	
8. E. E. E.	70-0087-0001-8			\$0.00	\$0.00	
4024 N 754	70-0007-0001-0	Detection System woder a 102 Divi (w	ired Helwork Caldy	\$9,610.00 \$0.00	\$9,610.00	
SWEAK STATE	CONTRACTOR	***Products above include installation	and C month Sandon Agraement	\$0.00	\$0.00	
0 3 5 6 0 0 F		**Shipping is included	and s-month Service Agreement	\$0.00	\$0.00	
		Shipping is included		\$0.00	\$0.00	
THE REPORT OF THE PROPERTY OF THE PARTY OF T				\$0.00	\$0.00	
	and the second		CONTRACTOR STATE	\$0.00	\$0.00	
1200		TO THE RESERVE THE SECOND SECTION OF THE PROPERTY OF THE PERSON OF THE P	KILLEY CE. L. CO. MINDOW WAS CONTRACTOR OF THE C	\$0.00	\$0.00	
1000	112.412.500		24 - 3 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1	\$0.00	\$0.00	
				\$0.00	\$0.00	
0.67.56	Trees Volume			\$0.00	\$0.00	
				\$0.00	\$0.00	
Major S	1. To 102-11-11	The state of the s	3. 100mm (1.10mm) 对于1.00mm (1.10mm) (1.10mm)	\$0.00	\$0.00	
2.00				Subtotal	\$51,383.00	
			Ship	ping & Handling Fee	\$0.00	
				Total *	\$51,383.00	
			* Applicable Sales Tax v	viii be applied		
Amigo: iz Stringer		Amigos Sales Consultant Phone Number 972-340-2802	Amigos Sales Consultant Email stringer@amigos.org			
	Terms are N	x purchase order to the address above. ET 30 Days from Date of Invoice enerated at the time of Shipment				
			La Company of the Com			

COE-SS-SAPL-20160603

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- O a purchase of land or right-of-way
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- a purchase of rare books, papers and other materials for a public library

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3. Because the exemption stated above exists, the City of San Antonio intends to contract with Amigos Library Services which will cost approximately \$\(\frac{46,903.00}{}\)

2-16-16

Department Director Approval

Procurement Administrator Approv

City Manager

(approval required only for ratification by City Council)

Revised 3/12/2014

Tracking Number: Fylloozy
(For Finance Use Only)



Purchasing and General Services

This questionnaire is designed to assist staff in relating information necessary for the Purchasing & General Services Department to process sole source requisitions.

(Sole Source purchases are permissible only when goods or services are available from only ONE source. Please refer to <u>Procurement Policy & Procedures Manual</u> on COSAweb for complete requirements.)

		Source Details				
*Name of Item:	n: Radio Frequency Identification Equipment					
*Manufacturer:	3M/Bibliotheca	*Model Number:				
✓ Aval	lable from only one source	Available from more tha	an one source			
*Name of Source	e: Amigos Library Services					
*Brief description	on of where or how the item(s	s) will be used:				
The RFID equip		the public in the circulation of lib	rary materials. Vari	ous pieces of eq	uipment wil	
*Describe the population	erformance functions proprie	etary to the item(s) requested and v	why they are necess	ary to accompli	sh the	
The RFID equiprexclusive seller	ment is solely designed and n of the proprietary equipment	nanufactured by the 3M Corporation to the state of Texas.	on. Amigos Library	Services is an au	ıthorized	
Will the item be	used in conjunction with exi	isting equipment?	(Yes	C No		
Will it be used a	s a component to be interfac	ed with existing equipment?	(Yes	○ No	*	
What is the brar	nd and model number of exis	ting equipment?				
taff and public	computers	*				
Will this be used	d as an accessory or option?		(● Yes	(No		
Will training be	required?		Yes	C No		
	nining and the amount of train or months) that will be provid					
Name other sou	arces whose products have b	een evaluated and why they do no	ot meet requiremen	ts:		
There are no oth	er sources that can provide t	he RFID equipment.				
10000000000000000000000000000000000000		Signatures			7	



Purchasing and General Services

Originator's Name:

Metal D. Hardyhell

Division's Approval:

Purchasing Approval:

Date: 2/9/16

Data: 2/9/16

Date: 6/3/16



June 1, 2016

Michael D. Howdyshell Contract Coordinator San Antonio Public Library Michael.howdyshell@sanantonio.gov 210-207-2680 Phone

Dear Mr. Howdyshell,

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Let us know if you have any questions regarding the purchasing and payment process. Thank you for your business.

Best Regards,

Charles Cason III

CFO

COE-SS-SAPL-20160603



Amigos Library Services

14400 Midway Road

Dallas, TX 75244

Phone: (972) 340-2802 (direct)

Fax: (972) 991-6061

Today's Date:

06/01/16

Expiration Date:

08/30/16

Quotations are good for 90 days. All dates are based on ship dates. Order must ship within the 90 day window. After 90 days, quotation expires. Contact Amigos Library Services for a New

	Quotation.					
Ship to: (Destination of Goods)			Bill to: (Agency to Invoice)			
Library Name San Antonio Public Library - Potranco Branch			Name			
Address 8764 TX 151 Access Rd			Address			
City, State, Zip San Antonio, TX, 78250		City, State, Zip				
Contact Name Mike Howdyshell		Accounts Payable Contact Name				
Email Address Michael.Howdyshell@sanantonio.gov		Email Address				
Phone #			Phone #			
Fax#			Fax#			
P.O. # and Signature (signature required if customer is using this form as an order)		Requested Delivery and Install Dates				
Quantity	Stock Number	Description		Unit Price Good Through:	Extended Price 08/30/16	
WIND COM	San Barana	de some comment security and fire	· · · · · · · · · · · · · · · · · · ·	\$0.00		
	2 Company 201 - 100 Company Co		V = \$00 = 5 0 = 1 (1) 1	\$0.00		
1 323	70-0087-0002-6	Detection System Model 9103 DM (w	vired network card)	\$13,054.00		
	4			\$0.00		
3	75-4700-3512-4	8422 SelfCheck System R-Series Ta	ble Top (White)	\$7,482.00		
10 1100 0012 4				\$0.00		
1 75-4700-3713-8		Digital Library Assistant (includes dig	ital data manager)	\$5,915.00	\$5,915.00	
				\$0.00	\$0.00	
7-2	75-4700-3078-6	896 Enhanced Pad Staff Workstation	1	\$784.00	\$5,488.00	
				\$0.00	\$0.00	
de esta				#0.00	*0.00	
		***Products above include installation	and mostly Conden Accompany	\$0.00		
1 - 7 - 7	A STANDARD AND A STANDARD	**Shipping is included	n ande-month Service Agreement	\$0.00 \$0.00		
Table Name		Shipping is included		\$0.00		
	E Northead and Angelon	Control Performance on a consideration by their performance		\$0.00		
	N 1516 1616 1618			\$0.00		
Service Commission				\$0.00		
NEW WA	o Carefoldsynamic file			\$0.00		
		Costs and the cost was to the 129 of		\$0.00		
decise a 18				\$0.00		
				\$0.00		
	TO STATE OF STATE		49407386386	\$0.00		
				Subtota	\$46,903.00	
]	Shipping & Handling Fee	\$0.00	
			Total *	\$46,903.00		
			* Applicable Sales Ta	x will be applied		
1000	s Sales Consultant	Amigos Sales Consultant Phone Number				
Liz Stringer		972-340-2802 x purchase order to the address above.	stringer@amigos.orq Comments:			
	Terms are N	ET 30 Days from Date of Invoic	e.			
	invoice is g	enerated at the time of Shipmen	t.			

A copy of Tax Exemption Certificate is required with purchase order for all tax exempt customers.