



City of San Antonio

Agenda Memorandum

File Number:19-2014

Agenda Item Number: 3.

Agenda Date: 2/19/2019

In Control: Audit and Accountability Committee

**CITY OF SAN ANTONIO
LIBRARY DEPARTMENT
Interdepartmental Correspondence**

TO: Sheryl Sculley, City Manager

FROM: Ramiro S. Salazar, Director, Library Department

COPIES: Audit and Accountability Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Lori Houston, Assistant City Manager; Kevin Barthold, City Auditor; Troy Elliott, CPA, Deputy Chief Financial Officer

SUBJECT: Consideration of Completed High Profile Solicitation

DATE: February 19, 2019

The following high profile solicitation has completed the solicitation process. This item is presented to the Audit and Accountability Committee for review prior to full City Council consideration.

Integrated Library System - The San Antonio Public Library (SAPL) solicited proposals from qualified respondents interested in furnishing an Integrated Library System. The Library, in support of its overall mission, strives to ensure seamless access to excellent library service through the acquisition of a new Integrated Library System. A new Integrated Library System will support library staff and its patrons in their goals with efficient workflows, adherence to both library industry and technology standards and best practices, provide staff access to statistical data on both system use and inventory, provide self-service opportunities for patrons, provide access controls to protect patron privacy and be scalable and adaptable for future growth and needs.

- Solicitation Type: Request for Competitive Sealed Proposals
- Contract Value: \$1.1 Million
- Term of Contract: 5 years with 3, 1 year options
- Number of Respondents: 3
- Contracts to be Awarded: 1
- Council Consideration: March 7, 2019
- Evaluation Criteria:
 - Experience, Background, Qualifications: 35 points
 - Proposed Plan: 45 points
 - Price: 20 points
 - SBEDA Program: Waived

- Local Preference Program: Not Applicable
- Veteran Owned Small Business Preference Program: Not Applicable
- Voting Members:
 - Ramiro S. Salazar, Director, Library Department
 - Kathy Donellan, Assistant Director, Library Department
 - Kevin Goodwin, Chief Technology Officer, Information Technology Services Department
 - Jay Blackwell, General Ledger Manager, Finance Department
 - Candelaria Mendoza, Smart City Coordinator, Office of Innovation
 - Ron Suszek, Coordinator of Digital Services, Library Department
 - Julian Harris, Business Relationship Manager, Information Technology Services Department
 - Adrian Leal, Librarian II, Pan American Branch, Library Department

RFP 18-087, 6100010349, Integrated Library System - SAPL	Maximum Points	Vendor 1	Vendor 2	Vendor 3
Score Summary February 14, 2019				
A - Experience, Background, Qualifications	35	33.75	31.00	19.00
B - Proposed Plan	45	42.88	35.88	22.63
A - B Sub-Total	80	76.63	66.88	41.63
C - Price	20	20.00	13.62	14.84
TOTAL SCORE	100	96.63	80.49	56.47
RANK BASED ON TOTAL SCORE		1	2	3

Due diligence conducted for the respondents to the above solicitation included a search of federal and state debarment lists, prohibited political contributions, conflicts of interest, delinquent City/County taxes, outstanding payments to the City, payment of state franchise fees as well as a search of the internet for pertinent business information. No findings were noted that would prevent the City from awarding to the selected vendor.

Staff recommends committee approval to proceed with scheduling this item for full City Council consideration.