

**SAINT PETERSBURG CITY COUNCIL
Consent Agenda
Meeting of November 20, 2017**

To: The Honorable Darden Rice, Chair, and Members of City Council

Subject: Accepting a proposal from Bibliotheca, LLC, a sole source supplier for radio frequency identification (RFID) services for the St. Petersburg Library System, at a total cost of \$521,020.10; rescinding unencumbered appropriations in the amount of \$36,500 from the General Library Improvements FY18 Project (16160) in the Recreation and Culture Capital Improvement Fund (3029); and approving a supplemental appropriation in the amount of \$36,500 from the unappropriated balance of the Recreation and Culture Capital Improvement Fund (3029) resulting from the above rescission to the Radio Frequency Id System Project (15110).

Explanation: The vendor will supply and install radio frequency identification (RFID) tags at the St. Petersburg Library System.

RFID will be installed on the Library's collection, including books, videos, and music. The RFID system will work in conjunction with the Library System's Integrated Library System (ILS), and SirisDynix Symphony software managed by the Pinellas Public Library Cooperative (PPLC), of which the St. Petersburg Library System is a member. PPLC members have standardized on the Bibliotheca RFID system for their collections. In order to maintain consistency and compatibility of material circulation throughout the PPLC, a sole source procurement is recommended.

RFID provides significant gains for St. Petersburg residents and visitors through enhanced and streamlined patron checkout services that include simultaneous checkout of physical and electronic items; loss prevention; detailed reports; timely methods for collection management; and configuration tools to assist the library system with patron-driven acquisitions. Additionally, there is an indirect benefit to the community because of the library team's ability to focus more time serving patrons through readers' advisory services and high quality programming as a result of the reduction in workflow processes that are currently in place.

The Procurement Department, in cooperation with the Library, recommends an award utilizing previously appropriated funds for the RFID project:

Bibliotheca, LLC (Norcross, GA).....	\$521,020.10
RFID Installation and set-up costs	\$484,120.10
1 st Year warranty and service included in the installation/set-up	0
2 nd Year warranty and service	18,000.00
3 rd Year warranty and service	<u>18,900.00</u>
	\$521,020.10

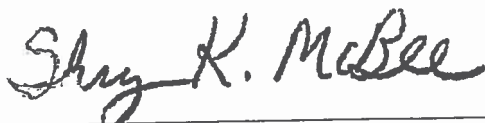
This purchase is made in accordance with Section 2-249, Sole Source Procurement of the Procurement Code, which authorizes City Council to approve the purchase of a supply or service of over \$100,000 without competitive bidding, if it has been determined that the supply or service is available from only one source.

The agreement will commence on the effective date of December 1, 2017, with two, one-year renewal options.

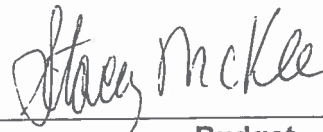
Cost/Funding/Assessment Information: A portion of the funding has been previously appropriated in the Radio Frequency Id System Project (15110) in the Recreation and Culture Capital Improvement Fund (3029). Additional funds will be available after rescinding unencumbered appropriations in the amount of \$36,500 from the General Library Improvements FY18 Project (16160) in the Recreation and Culture Capital Improvement Fund (3029); and approving a supplemental appropriation in the amount of \$36,500 from the unappropriated balance of the Recreation and Culture Capital Improvement Fund (3029) resulting from the above rescission to the Radio Frequency Id System Project (15110).

Attachments: Project Cost Summary
Resolution

Approvals:



By:  Administrative



Budget

Appendix B
City of St. Petersburg
PROJECT COST SUMMARY
Procurement Supply Management

Tagging Service Items

Tagging service (per Item)	351,848	EA	\$0.25	\$87,962.00
RFID conversion station rental	8	EA	849.00	6,792.00
Shipping and handling	1	EA	3,600.00	<u>3,600.00</u>
				\$98,354.00

RFID Conversion Items

RFID workstation shielded	38	EA	842.15	32,001.70
self-check 500D desktop kiosk	4	EA	8,613.80	34,455.20
self-check 500 full height kiosk	8	EA	8,933.80	71,470.40
Heartland payment annual subscription	12	EA	499.00	5,988.00
Heartland payment services installation	12	EA	149.00	1,788.00
Heartland terminal S300	12	EA	1,598.00	19,176.00
RFID tag™ full-DiscCD (1,000/roll)	14	EA	500.00	7,000.00
RFID tag™ square (2,000/roll)	198	EA	300.00	59,400.00
RFID gate base-plate, 1 aisle	1	EA	12,737.83	12,737.83
RFID gate cable, 2 aisle	4	EA	13,716.21	54,864.84
RFID gate premium cable, 1 aisle	5	EA	13,796.00	68,984.50
Mobile inventory	1	EA	3,207.73	3,207.73
Pre-installation site survey, Childs Park	1	EA	899.00	899.00
Shipping and handling	1	EA	13,792.90	13,792.90
Pre-paid annual support & maintenance – 1 st Year included	1	EA	0.00	0.00
Pre-paid annual support & maintenance – 2 nd Year	1	EA	18,000.00	18,000.00
Pre-paid annual support & maintenance – 3 rd Year	1	EA	\$18,900.00	<u>\$18,900.00</u>
				\$422,666.10

Total Cost \$521,020.10

A RESOLUTION DECLARING BIBLIOTHECA, LLC TO BE A SOLE SOURCE SUPPLIER FOR RADIO FREQUENCY IDENTIFICATION (RFID) SERVICES FOR THE ST. PETERSBURG LIBRARY SYSTEM; ACCEPTING THE PROPOSAL AND APPROVING THE AWARD OF AN AGREEMENT TO BIBLIOTHECA, LLC TO PROVIDE RFID SERVICES FOR THE ST. PETERSBURG LIBRARY SYSTEM FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$521,020.10; AUTHORIZING THE MAYOR OR HIS DESIGNEE TO EXECUTE ALL DOCUMENTS NECESSARY TO EFFECTUATE THIS TRANSACTION; RESCINDING UNENCUMBERED APPROPRIATIONS IN THE AMOUNT OF \$36,500 IN THE RECREATION AND CULTURE CAPITAL IMPROVEMENT FUND (3029), GENERAL LIBRARY IMPROVEMENTS FY18 PROJECT (16160); APPROVING A SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF \$36,500 FROM THE UNAPPROPRIATED BALANCE OF THE RECREATION AND CULTURE CAPITAL IMPROVEMENT FUND (3029) RESULTING FROM THE ABOVE RESCISSION TO THE RADIO FREQUENCY ID SYSTEM PROJECT (15110); AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City wishes to purchase a radio frequency identification (RFID) system which will provide enhanced and streamlined checkout services, loss prevention, patron-driven acquisitions, improved readers' advisory services and high quality programming for the St. Petersburg Library System ("Library"); and

WHEREAS, Bibliotheca, LLC is the sole source provider because it is compatible with the City's current library systems; and

WHEREAS, Section 2-249 of the City Code provides for sole source procurement when a supply or service is available from only one source; and

WHEREAS, the Procurement and Supply Management Department, in cooperation with the Library, recommends approval of the award to Bibliotheca, LLC as a sole source supplier; and

WHEREAS, the Mayor or his designee has prepared a written statement to the City Council certifying the condition and circumstances for the sole source purchase; and

WHEREAS, additional funds needed for this project will be available after a (i) rescission in the amount of \$36,500 in the Recreation and Culture Capital Improvement Fund (3029), the General Library Improvements FY18 Project (14650), and (ii) a supplemental appropriation from the unappropriated balance of the Recreation and Culture Capital Improvement Fund (3029) to the Radio Frequency ID System Project (15110).

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Petersburg, Florida that Bibliotheca, LLC is a sole source supplier for radio frequency identification (RFID) services for the St. Petersburg Library System.

BE IT FURTHER RESOLVED that a proposal is accepted and the award of an agreement to Bibliotheca, LLC to provide RFID services for the St. Petersburg Library System for a total contract amount not to exceed \$521,020.10 is hereby approved.

BE IT FURTHER RESOLVED that the Mayor or his designee is hereby authorized to execute all documents necessary to effectuate this transaction.

BE IT FURTHER RESOLVED that the unencumbered appropriation in the amount of \$36,500 in the Recreation and Culture Capital Improvement Fund (3029), the General Library Improvements FY18 Project (16160) is hereby rescinded.

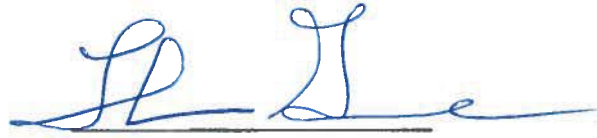
BE IT FURTHER RESOLVED that there is hereby approved the following supplemental appropriation from the unappropriated balance of the Recreation and Culture Capital Improvement Fund (3029) for fiscal year 2018:

<u>Recreation and Culture Capital Improvement Fund (3029)</u>	
Radio Frequency ID System Project (15110)	\$36,500

This Resolution shall become effective immediately upon its adoption.

Legal:


City Attorney (Designee)
00347765


Budget