



Contra
Costa
County

To: Board of Supervisors
From: Melinda Cervantes, County Librarian
Date: August 1, 2017

Subject: Bibliotheca LLC Equipment and Software Maintenance Renewal

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the County Librarian, a purchase order with Bibliotheca, LLC, in an amount not to exceed \$185,000, and a Service and Maintenance Agreement with Bibliotheca, LLC for software and equipment maintenance for library book and media security and inventory equipment, and customer self-service equipment, for the period July 1, 2017 through June 30, 2018.

FISCAL IMPACT:

The cost is appropriated in the Library's FY 2017/2018 budget.

BACKGROUND:

Bibliotheca, LLC equipment is used throughout the library's 26 locations. The Service and Maintenance Agreement covers equipment plus software and includes labor, parts, and equipment modifications. Service can be requested via an 800 number 24 hours 7 days a week. The equipment under the Service and Maintenance Agreement is used for book/media security equipment, inventory equipment, and customer self-service equipment.

In accordance with Administrative Bulletin No 611.0, County Departments are required to

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/01/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: August 1, 2017

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Chad Helton,
925-608-7728

cc:

obtain Board approval for single item purchases over \$100,000. The County Administrator's Office has reviewed this request and recommends approval.

CONSEQUENCE OF NEGATIVE ACTION:

This support is a critical to maintaining book/media security and inventory equipment, and customer self-service equipment. Without it, the Library would be unable to resolve issues that arise during the normal course of County business.