



Contra
Costa
County

To: Board of Supervisors
From: Melinda Cervantes, County Librarian
Date: June 26, 2018

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 \$160,000 to provide software and equipment maintenance for library book, media security and inventory equipment, and customer self-service equipment, for the period July 1, 2018 through June 30, 2019.

FISCAL IMPACT:

The cost is appropriated in the Library's FY 2018/2019 budget.

BACKGROUND:

Bibliotheca, LLC, equipment is used throughout the library's 26 locations. The Service and Maintenance Agreement covers 100 pieces of 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.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **06/26/2018** ☒ 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: June 26, 2018

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

By: June McHuen, Deputy

Contact: Walt Beveridge
925-608-7730

cc:

BACKGROUND: (CONT'D)

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