



City Council Report

Date: November 5, 2018
To: City Council
Through: Michael Kennington, Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: One-Year Renewal to the Term Contract for 3M Radio Frequency Identification (RFID) Equipment and Maintenance for the Library Services Department **(Sole Source) (Citywide)**

Recommendation

Council is requested to approve the contract renewal as recommended.

The Library Services Department and Purchasing recommend authorizing the renewal using the Maricopa County cooperative contract with Bibliotheca LLC at \$328,000, based on estimated usage.

Background / Discussion

This contract provides for the labor, parts and equipment modifications to maintain 3M RFID equipment at all four Mesa library branches. 3M technology is a fast, easy and efficient way to track, locate and manage library materials. RFID automates the check-in/out process which is a staff intensive process. Library staff can identify items out of order and materials that are on hold with a hand-held device. Items available through this contract include: 3M RFID tags for the check-in and check-out process; security gates to alert staff when items are not checked out; automated materials handling equipment to sort materials; self-checkout upgrade kits to replace an outdated PC/operating system; and RFID staff workstation equipment to read RFID tags to process materials.

The City first purchased the 3M Library System upgrade and equipment in 2008. Library Services has been using the Maricopa County cooperative contract for 3M RFID equipment and maintenance since then. Because Maricopa County's volume far exceeds that of Mesa's, it is in the City's best interest to continue using the sole source contract.

3M is the developer, manufacturer, distributor and the sole authorized equipment, service and maintenance provider of the 3M RFID detection systems and equipment.

Purchase Information

Action: Renewal (10/7/2018 to 9/30/2021)
Procurement Type: Cooperative Contract Use
Contract Number: 2016179
Contracting Agency/Contract Number – Contract Expiration: Maricopa County/16015-CI – 9/30/2021 (Renewals: None)

Original Council Award Date: 4/4/2016

Initial Contract Term: 4/4/2016 through 9/30/2018

Funding Source: Library Services Department operating budget