



City Council Report

Date: November 1, 2021
To: City Council
Through: Michael Kennington, Deputy City Manager/Chief Financial Officer
From: Edward Quedens, Business Services Director
Brandy Andersen, Acting Procurement Administrator
Subject: Four-Year Renewal for the Use of a Cooperative 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 \$440,000 annually, based on estimated usage, with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

Background / Discussion

This contract provides for the labor, parts and equipment modifications to maintain 3M RFID equipment at all 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.

Bibliotheca is a trusted vendor that the County Library System uses as well as most Valley Libraries and that the Mesa Public Library has used for over a decade. Bibliotheca's products have met the needs of the Mesa Public Library's users and often exceed expectations. Mesa Public Library used this contract last fiscal year to upgrade and purchase new self-checkout kiosks and RFID scanners.

With the lifecycle projects of replacing Mesa Public Library's automated material handler (sorters) and security gate replacements being approved for this fiscal year and potentially next fiscal year, the approval of this renewal with the requested increased amount will allow Library to streamline these large one-time purchases at a fair and competitively bid price.

Bibliotheca LLC is the distributor and the sole authorized equipment, service and maintenance provider of the 3M RFID (Radio Frequency Identification) system.

Maricopa County just renewed this contract for an additional four years. As a nationally bid contract it is highly unlikely that the City can receive better pricing by issuing a solicitation.

Purchase Information

Action: Renewal (4-Year Renewal)

Procurement Type: Cooperative Contract Use

Contract Number: 2016179

Contracting Agency/Contract Number – Contract Expiration: Maricopa County/16015-CI – 9/30/2025

Original Council Award Date: 4/4/2016

Initial Contract Term: 4/4/2016 through 9/30/2018, renewed through 9/30/2021

Renewal Contract Term: 10/1/21021 through 9/30/2025

Possible Renewals: Renewal options subject to Maricopa County renewal and Council review and approval

Funding Source: Library Services Department operating budget