

CITY OF HIGH POINT

AGENDA ITEM



Title: Agreement For Services – TLC Solutions Corporation/The Library Corporation

From: Mary Sizemore, Library Director
Jamie Beck, Library IS Manager

Meeting Date: September 16, 2019

Public Hearing: N/A

Advertising Date: NA

Advertised By: NA

Attachments: LS2 Hosted Contract

PURPOSE:

City Council is asked to award an Agreement For Services contract for TLC Solutions Corporation/The Library Corporation for services to include the Library's integrated library system (LS2) in amount of \$209,890.00.

BACKGROUND:

This is a unique integrated library system service that is not biddable at the present time due to minimal vendors providing such services and TLC has been providing these services for the City over the past few years by way of Purchase Order. It is the intent moving forward to have such services under contract as supporting documentation for the issued purchase orders. This will be a 5-year contract that will include the Library's inventory, circulation, & public access catalog system.

BUDGET IMPACT:

Funding is available in the Annual Budget.

RECOMMENDATION / ACTION REQUESTED:

The Library Department requests that City Council approve the Agreement For Services contract in the amount of \$209,890.00.



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: Library

COUNCIL AGENDA DATE: 9-23-19

BID NO.: N/A CONTRACT NO.: N/A DATE OPENED:

DESCRIPTION:

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PURPOSE:

City Council is asked to award an Agreement For Services contract for TLC Solutions Corporation/The Library Corporation for services to include the Library's integrated library system (LS2) in amount of \$209,890.00.

COMMENTS:

By creating a 5-year contract we will save \$2000 a year over the previous annual renewals.

RECOMMEND AWARD TO: TLC Solutions Corp/The Library Corporation AMOUNT: \$209,890.00

JUSTIFICATION:

LS2 is the hosted integrated library system the Library uses for inventory, circulation, & online catalog access. All the Library's inventory & borrower data is stored on web-based servers at TLC. TLC is the only vendor that can provide support of this system.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
101456	526102			43378.00
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: Digitally signed by Mary Sizemore
DN: cn=Mary Sizemore, o=City of High Point, ou=Library, email=mary.sizemore@highpointnc.gov, c=US
Date: 2019.09.06 13:07:33 -04'00' DATE: 9-06-19

The Purchasing Division concurs with recommendation submitted by the Library and recommends award to the lowest responsible, responsive bidder TLC Solutions Corp. in the amount of \$ 209,890.00

PURCHASING MANAGER: Erik Conti Digitally signed by Erik Conti
Date: 2019.09.09 10:15:06 -04'00' DATE: Sep 9, 2019

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: Bobby Fitzjohn Digitally signed by Bobby Fitzjohn
Date: 2019.09.09 10:31:31 -04'00' DATE: Sep 9, 2019

CITY MANAGER: Greg Demko Digitally signed by Greg Demko
Date: 2019.09.09 10:32:33 -04'00' DATE: Sep 9, 2019