



FINANCIAL & ADMINISTRATIVE SERVICES

DATE: August 29, 2019

TO: Chris Wilson, Assistant City Manager

FROM: Robin Spencer, Contracts Analyst

DEPARTMENT: Financial & Administrative Services
Procurement Services Division

SUBJECT: Contract 2019-10752 to purchase OCLC Wise subscription for the Libraries Department.

Solicitation:

The Procurement Services Division received a request from Libraries to contract with OCLC, Inc., to purchase an OCLC Wise annual subscription. OCLC Wise is an Integrated Library System (ILS), which includes library catalog, customer, and acquisitions management. While there are other ILS's on the market, because of OCLC Wise's unique capabilities, Libraries has requested a contract to purchase an OCLC Wise annual subscription. Libraries is also seeking the ability to renew the subscription in perpetuity and until one or both parties wish to cancel.

Recommendation:

The Procurement Services Division concurs with Libraries to approve the contract with OCLC, Inc.

Outreach:

- A comprehensive review has been performed by Libraries to review capabilities.
- M/WBE supports this request and has provided a waiver.

Financial information:

- Account # 101-5501-13.5419
- Initial Contract Term: October 1, 2019 – September 30, 2022, with annual renewal per perpetuity provision.
- FY20
- Year 1 estimated annual contract value - \$230,000.00
 - Implementation (one-time fee) - \$100,000.00
 - Annual Subscription - \$130,000.00
- Year 2 estimated annual contract value - \$136,500.00
- Year 3 estimated annual contract value - \$143,325.00
- In perpetuity with no more than a 5% annual increase.

RS

Attachment