



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: AUGUST 18, 2020

FROM: LIBRARY DEPARTMENT WARDS: ALL

SUBJECT: MEASURE Z – PROFESSIONAL SERVICES AGREEMENT FOR LAPTOP KIOSKS AND SERVICES WITH JAVA CONNECTIONS DBA LAPTOPS ANYTIME IN THE AMOUNT OF \$223,323.56 AND INDIVIDUAL PURCHASE AND INSTALLATION WITH DELL, INC IN THE AMOUNT OF \$207,773.57 AND BIBLIOTHECA, LLC IN THE AMOUNT OF \$60,010.50 FOR A TOTAL AMOUNT OF \$491,107.63 FOR THE NEW MAIN LIBRARY WIRELESS PROJECT LOCATED AT 3900 MISSION INN AVE, RIVERSIDE, CA 92501

ISSUES:

Approve the Professional Services Agreement for public laptop kiosk services with JAVA Connections, DBA Laptops Anytime in the amount of \$223,323.56 and approve individual purchase and installation of staff service computers, public laptops, electronic payment licensing, self-check machines and other network and server equipment from Dell, INC in the amount of \$207,773.57 and Bibliotheca, LLC. in the amount of \$60,010.50 for a total amount of \$491,107.63 to support the new Main Library wireless project located at 3900 Mission Inn Avenue in accordance with Purchasing Resolution 23256, 602(e), and 702(c).

RECOMMENDATIONS:

That the City Council:

1. Approve the Professional Services Agreement for public laptop kiosk services and electronic payment licensing with JAVA Connections, DBA Laptops Anytime in the amount of \$223,323.56 for the new Main Library in accordance with Purchasing Resolution 23256, 702(c);
2. Approve the purchase and installation of staff service computers, public laptops and other network and server equipment, and electronic payment licensing for the new Main Library with Dell under the NASPO ValuePoint Cooperative Purchasing Agreement MNWNC-108 in the amount of \$207,773.57 in accordance with Purchasing Resolution 23256, 602(e);
3. Approve the purchase and installation of self-check machines including a 5-year support and maintenance on hardware from Bibliotheca, LLC in the amount of \$60,010.50 for the new Main Library wireless project in accordance with Purchasing Resolution 702(c); and
4. Authorize the City Manager, or designee, to execute the Professional Services Agreement for laptop kiosks services with JAVA Connections, DBA Laptops Anytime and to approve

the purchase orders with Dell, INC, Bibliotheca, LLC, including making minor and non-substantive changes to the Agreement and purchase orders.

BACKGROUND:

On February 5, 2019, the City Council adopted a Reimbursement Resolution for design and construction services, purchasing furniture, fixtures and equipment (FF&E) and other associated costs to deliver a fully operational New Main Library in the amount of \$44,000,000. At the same public hearing, the City Council awarded a construction contract to Icon West Inc. for \$34,266,308 and approved an additional 10% contingency of \$3,426,630 to construct the new Main Library located at 3911 University Avenue. The approval also included a projected cost of \$2,609,832 to purchase FF&E for the new Main Library.

DISCUSSION:

The new Main Library is currently under construction and is approximately 80% completed as of the date of this report. In order to deliver a turn-key new library, City staff must complete the procurement FF&E. The following table identifies the vendors, descriptions, Purchasing Resolution Section and pricing for each vendor.

Procurement			
Vendor	Description	Purchasing Resolution 23256	Amount
Dell	Staff and Public Computers	Section 602(e)	\$126,357.91
Dell	Network and Server Equipment	Section 602(e)	\$81,415.66
Java Connections, DBA Laptops Anytime	Laptop Kiosk (amount includes 5-year annual hardware service agreement)	Section 702 (c)	\$223,323.56
Bibliotheca	Self-Check Machines (amount includes 5-year support and maintenance on hardware)	Section 702 (c)	\$60,010.50
Total			\$491,107.63

The Purchase of the Staff and Public Computers and Network and Server Equipment from Dell is exempt from competitive procurement under Purchasing Resolution 23256, Section 602 (e) which states; procurement through the formal or informal procurement process shall not be required when Cooperative Purchasing is available and undertaken or when Goods can be obtained through Federal, State and/ or other public entity pricing contracts or price agreements.

Additionally the purchase of the Laptop Kiosk from Laptops Anytime and Self-Check Machines from Bibliotheca are exempt from competitive procurement under exception 702 (c) which states; procurement through the formal or informal procurement process shall not be required when the Procurement can only be obtained from a sole source or timely from a single source and the Manager is satisfied that the best price, terms and conditions for the Procurement thereof have been negotiated.

As part of this project and for informational purposes only, quotes were obtained by staff for other equipment from various vendors such as ATAC Inc., for two (2) UPSs and patch cables at a cost of \$4,137.04 and camera licensing at a cost of \$9,576; CDW for two additional UPSs at a cost of \$2,180.34; Vector USA , for access points and installation at a cost of \$15,529.56; and Comprise for electronic payment licensing at a cost of \$3,400. Procurement for cabling and access points, access points and installation, licensing of cameras, electronic payment licensing are in accordance with Purchasing Resolution 23256, Section 402 which exempts from competitive bidding when there are General Limitations on Informal Procurement. Informal Procurement may be conducted under the supervision of the Manager if the Procurement expenditure is estimated to be Fifty Thousand Dollars (\$ 50,000.00) or less, does not fall within the Utilities Exception, and does not involve the Procurement of Construction or Goods of the type required by Section 1109 of the City Charter to be acquired by Formal Procurement.

The Purchasing Manager concurs that this purchase is in compliance with Purchasing Resolution No. 23256 Sections 402, 602 (e), and 702 (c).

The Innovation and Technology Chief Innovation Officer and the General Service Director concur with this report.

FISCAL IMPACT:

The total fiscal impact of the City Council requested actions is \$491,107.63. The overall projected cost of the new Main Library construction services was approved by the City Council on February 5, 2019, in the amount of \$44,000,000. This included a projected cost of \$2,609,832 for Furniture, Fixtures and Equipment. Based on the previously approved appropriation of funds for the overall project costs, sufficient funds are available in the Measure Z Downtown Library Account Number 9990509-462300.

Prepared by: Erin Christmas, Library Director
Certified as to availability of funds: Edward Enriquez, Chief Financial Officer/Treasurer
Approved by: Moises Lopez, Deputy City Manager
Approved as to form: Gary G. Geuss, City Attorney

Attachments:

1. Professional Service Agreement with Java Connections, DBA Laptops Anytime

2. Dell Quote
3. Bibliotheca Quote
4. NASPO ValuePoint Cooperative Purchasing Agreement MNWNC-108