City of Carson City Agenda Report

Date Submitted: March 8, 2011

Agenda Date Requested: March 17, 2011

Time Requested: Consent

To: Mayor and Supervisors

From: Purchasing and Contracts

Type of Action Requested: (check one)

Subject Title: Action to approve Contract No. 1011-166 is a contract for items which may only be contracted from a sole source and therefore not suitable for public bidding pursuant to NRS 332.115 for the purchase of a AMH sorter from Envision Ware for a not to exceed cost of \$59,455.00 to be funded from the Library Gift Fund and Professional Services Fund as provided in FY 2010/2011. (P.O. # 2011-068)(*Sandy Scott-Fisher*)

Staff Summary: Radio frequency identification (RFID) is a generic term that is used to describe a system that transmits the identity (in the form of a unique serial number) of an object using radio waves. Unlike UPC bar-code technology, RFID technology does not require contact or line of sight for communication. The Library implemented the checkout portion of RFID last summer but was waiting for newer cheaper technology for the second phase. The technology is now available and affordable for automated materials handling (AMH) that will sort returned library materials .

Carson City Library is purchasing an RFID (Radio Frequency Identification) 3-bin single piece scalable sorter solution for check in that will seamlessly integrate with the Polaris Library System ILS and Envisionware RFID circulation solution currently in place. The solution must be able to read current Envisionware Data model and future models based on the adoption of the ISO/NISO Library RFID Data Model. The solution must be able to support the return of non-RFID materials (barcoded) to the patron.

Type of Action Requested. (check one)	
() Resolution (_X) Formal Action/Motion	Ordinance Other (Specify)
Does This Action Require A Business In	npact Statement: () Yes (_X) No

Recommended Board Action: I move to approve Contract No. 1011-166 is a contract for items which may only be contracted from a sole source and therefore not suitable for public bidding pursuant to NRS 332.115 for the purchase of a AMH sorter from Envision Ware for a not to exceed cost of \$59,455.00 to be funded from the Library Gift Fund and Professional Services Fund as provided in FY 2010/2011. (PO# 2011-068) (*Sandy Scott-Fisher*)

Explanation for Recommended Board Action: Pursuant to NRS 332.115 subsection 1 (a), staff is requesting the Board of Supervisors declare that the contract is not adapted to award by competitive bidding.

NRS 332.115 Contracts not adapted to award by competitive bidding; purchase of equipment by local law enforcement agency, response agency or other local governmental agency; purchase of goods commonly used by hospital.

1. Contracts which by their nature are not adapted to award by competitive bidding, including contracts for:

(a) Items which may only be contracted from a sole source;

□ are not subject to the requirements of this chapter for competitive bidding, as determined by the governing body or its authorized representative.

Applicable Statue, Code, Policy, Rule or Regulation: NRS 332.115 subsection 1 (a)

Fiscal Impact: \$59,455.00

Explanation of Impact: If approved the below listed account could be reduced by \$59,455.00.

Funding Source: 230-0000-455-7743 Library Gift Fund and 230-0000-455-0309 Professional Services as provided in FY 2010/2011.

Alternatives: Provide other direction

Supporting Material: purchase order #2011-068 and Sole Source Memo

Prepared By: Sandy Scott-Fisher, Purchasing and Contracts Coordinator

Reviewed By: Sara mes	Date:
(Library)	Date: 3/8/11
(City Manager)	Date: 3/9/11
(Finance Director)	Date: 3/9/11

Board Action Taken:

Motion:	1)	Aye/Nay
	-/ <u></u>	
		N
		9 <u></u>
		9

(Vote Recorded By)





CITY OF CARSON CITY

201 N. Carson Street, Suite 3 Carson City, Nevada 89701

(775)887-2133 [Fax](775) 887-2107

VENDOR EnvisionWare, Inc.

2810 Premiere Parkway NW Suite 350

Duluth, GA 30097-8917 800-216-8370

VENDOR#

DATE March 7, 2011

GROUP#

CHECK DATE:
SHIP TO Sara

P TO Sara Jones

Carosn City Library 900 N. Roop Steet

Carson City Library 775-887-2244

HS	SHIPPING METHOD	SHIPPING TERMS			DEI	DELIVERY DATE
YTQ	UNIT	DESCRIPTION	BUDGET NUMBER	INVOICE#	UNIT COST	EXTENDED COST
1.00	EA	AMH Induction Station Mach8C	230-0000-455-77-43		\$ 42,800.00	\$ 42,800.00
1.00	EA	AMH Induction Detention (Barcode)	230-0000-455-77-43		995.00	\$ 995.00
1.00	EA	AMH Induction Detention (RFID)	230-0000-455-77-43		4,080.00	\$ 4,080.00
2.00	EA	Envisionware Professional Services	230-000-455-03-09		975.00	\$ 1,950.00
1.00	EA	Envisionware Factory Services	230-0000-455-03-09	THE THE LANGEST CONTRACTOR OF THE PROPERTY OF	1,500.00	\$ 1,500.00
1.00	EA	Envisionware Professional Services (Installatin)	230-0000-455-03-09		3,120.00	\$ 3,120.00
2.00	EA	Envisionware Professional Services (Expenses)	230-0000-455-03-09		975.00	\$ 1,950.00
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					AND THE PROPERTY OF THE PROPER	-
	Page 1 of 2			Subtotal		\$ 56,395.00



PURCHASE ORDER # 2011-068

CITY OF CARSON CITY

201 N. Carson Street, Suite 3 (775)887-2133 [Fax](775) 887-2107 Carson City, Nevada 89701

VENDOR EnvisionWare, Inc.

2810 Premiere Parkway NW

800-216-8370 Duluth, GA 30097-8917

VENDOR#

DATE March 7, 2011

GROUP#

CHECK DATE: SHIP TO Sara Jones

Carosn City Library

900 N. Roop Steet

Carson City Library

775-887-2244

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EXTENDED COST	UNIT COST	INVOICE#	BUDGET NUMBER	DESCRIPTION	TINU	QTY
DELIVERY DATE	DELI			SHIPPING TERMS	SHIPPING METHOD	HS

I HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE ITEMS, AMOUNTS AND STATEMENTS AS HEREIN REQUISITION MADE BY THE PERTINENT CITY SET OUT ARE TRUE AND CORRECT PER PURCHASE DEPARTMENT

ROVED FOR PURCHASE

I HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE ITEMS, AMOUNTS AND STATEMENTS AS HEREIN DEPARTMENT. REQUISITION MADE BY THE PERTINENT CITY SET OUT ARE TRUE AND CORRECT PER PURCHASE

APPROVED FOR PAYMENT



North America 2810 Premiere Pkwy. NW Suite 350 Duluth, GA 30097-8917 Voice: +1.678.584.5911 Toll Free: 1.800.216.8370 Fax: +1.678.584.1232 www.envisionware.com info@envisionware.com

7 March 2011

Ms. Sara Jones Carson City Library 900 N Roop Carson City, NV 89701

Dear Sara:

This letter is in response to an inquiry about the EnvisionWare® Modular Sorter™.

The EnvisionVare Modular Sorter is a complete, turnkey solution for managing the self-service return and sorting of library materials. Coupled with the transport and user interface components manufactured for EnvisionWare according to the most rigid specifications, EnvisionWare Central Management is provided as a component of this system in order to provide instant remote troubleshooting and diagnosis. The software and hardware comes complete with professional services and ongoing maintenance services.

EnvisionWare's skilled technical staff supports the solution under consideration. We operate from a facility located in Las Vegas, Nevada where we maintain our regional supply of spare parts. There are no other entities licensed to provide our turnkey system in Nevada.

The complete system bears the EnvisionWare name, which represents the leading source of self service and library efficiency solutions.

The Las Vegas-Clark County Library District, and in particular, Al Prendergast, can serve as a reference for our solution. In a recent discussion with the Library, they commented about the stellar service provided for the entire EnvisionWare system. Las Vegas operates a dozen branch sorters plus a large, central sorting system that is used to sort millions of items across the entire LVCCLD system.

If you require any further information please let me know.

We appreciate your consideration of EnvisionWare.

Sincerely,

Michael J. Monk Vice President



CARSON CITY, NEVADA

CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

MEMORANDUM

TO:

Sandy Scott-Fisher, Purchasing and Contracts Coordinator

FROM:

John Wilkinson, Information Technology Director

DATE:

March 7, 2011

SUBJECT:

Sole-source recommendation

Library Director Sara Jones has plans to complete the 2nd phase of Library RFID implementation by acquiring an RFID sorter that would automate much of the process of sorting library material.

Because this sorter must integrate with the existing RFID equipment that was acquired from Envisionware, I recommend that this purchase be made on a sole-source basis.

I am very concerned that if a different vendor/manufacturer is chosen, the interface between the RFID checkout and sort process could be problematic. By acquiring this expansion from Envisionware, a single vendor will be responsible for making the system work end-to-end.

The Library Director's research indicates that Envisionware's solution is extremely competitive price-wise, and the Library's experience with Envisionware for phase 1 of the project was very successful. Thus, my recommendation is based on minimizing risk and maximizing the success of this project.

Please contact me if you have any questions about this recommendation.