



# Fulton County

## Legislation Text

File #: 24-0369, Version: 1

### Department

Library

### Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval to award a contract without competition - Fulton County Library System 24SSREQ1293942B-RT, Comprise Systems & Self-check Machines in an amount not to exceed \$1,313,344.00 with Bibliotheca, Inc. (Norcross, GA) to replace all comprise pay system and self-check machines at library locations with material circulation. Effective upon BOC approval.

**(APPROVED)**

### ITEM REMOVED FROM THE CONSENT AGENDA FOR SEPARATE CONSIDERATION

### Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*

In accordance with the Purchasing Code Sections 102-384, after conducting a good faith review, the Purchasing Department has determined that there is only one source available for the required supply, service or construction item, the request shall be forwarded to the Board of Commissioners for approval.

### Strategic Priority Area related to this item *(If yes, note strategic priority area below)*

Arts and Libraries

### Commission Districts Affected

- All Districts
- District 1
- District 2
- District 3
- District 4
- District 5
- District 6

### Is this a purchasing item?

Yes

### Summary & Background

The Fulton County Library System is replacing all comprise pay systems and self-check machines at each library location that has material circulation. The pay component of each unit is falling out of warranty and cannot be replaced without the purchase of new self-check machines. The new units will be upgraded machines with an enhanced pay component which includes tap pay, apple pay and

other technologically advanced features. TAD funding is being used for the purchase and labor of this project. This funding was approved and moved into a capital funding line based on prior BOC approval earlier this year.

In accordance with Purchasing Code Section 102-384, this request meets the following category permitted as a basis for conditions allowing the award of contract without competition:

(4) When necessary to maintain compatibility with existing equipment or systems, only specified makes and models of technical equipment, software, and parts will satisfy the county's needs for additional units or replacement items, and only one source is available.

**Scope of Work:** Bibliotheca currently provides maintenance for various library equipment through the library system. With approval, Bibliotheca is currently staging project management activities for the deployment of the self-check units in two phases. These activities include but are not limited to supply chain and logistics. The timeline for this project is projected to start and be completed by this summer. The vendor has not started engaging with library staff but will start engaging with key personnel once this item is approved and a purchase order is in hand.

**Community Impact:** These units will enhance patrons' ability to checkout library materials with upgraded self-check equipment and pay components. The library system will also have the ability to advertise directly from the screen located on each unit. Direct marketing enhances the library experience and will impact checkouts resulting in an uptick in searches and checkouts.

**Department Recommendation:** The department recommends approval of this item.

**Project Implications:** The library will lose the ability to repair the equipment as the maintenance is ending for the current models.

**Community Issues/Concerns:** Several current models are malfunctioning resulting in downtime at various branches. There will soon be no ability to repair the pay component on all the units. This will lead to limited and/or expensive options if this action is not approved.

**Department Issues/Concerns:** There are no concerns unless this action is not approved.

**Contract Modification:** This is a new procurement

**Contract & Compliance Information** *(Provide Contractor and Subcontractor details.)*

Not Applicable

### **Exhibits Attached**

- Exhibit 1: Bibliotheca Sole Source Form
- Exhibit 2: Bibliotheca Quote
- Exhibit 3: Bibliotheca Quote
- Exhibit 4: Library Spend Down Plan (TAD)

**Contact Information** *(Type Name, Title, Agency and Phone)*

Jamar Parker, Financial Systems Manager, Library System 404-771-7578

**Contract Attached**

No

**Previous Contracts**

Yes

**Total Contract Value**

Original Approved Amount: \$0.00  
Previous Adjustments: \$0.00  
This Request: \$1,313,344  
TOTAL: \$1,313,344

**Grant Information Summary**

Amount Requested:  Cash  
Match Required:  In-Kind  
Start Date:  Approval to Award  
End Date:  Apply & Accept  
Match Account \$:

**Fiscal Impact / Funding Source**

**Funding Line 1:**

572-650-6500-G045: TAD Library Capital, Library, \$1,313,344

Key Contract Terms	
Start Date: Upon Approval	End Date: 12/31/2024
Cost Adjustment:	Renewal/Extension Terms: N

**Overall Contractor Performance Rating:**

**Would you select/recommend this vendor again?**

Choose an item.

**Report Period Start:** Upon Approval  
**Report Period End:**