

**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

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

Ordinance

Formal Action/Motion

Other (Specify)

Does This Action Require A Business Impact Statement: Yes 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:  Date: _____
(Library)
 Date: 3/9/11
(City Manager)
 Date: 3/9/11
(District Attorney)
 Date: 3/9/11
(Finance Director)

Board Action Taken:

Motion: _____ 1) _____ Aye/Nay
2) _____ _____

(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

PURCHASE ORDER # 2011-068

VENDOR #
DATE March 7, 2011
GROUP #
CHECK DATE:
SHIP TO Sara Jones

Carson City Library
900 N. Roop Street
Carson City Library
775-887-2244

SHIPPING METHOD		SHIPPING TERMS			DELIVERY DATE	
QTY	UNIT	DESCRIPTION	BUDGET NUMBER	INVOICE #	UNIT COST	EXTENDED COST
1.00		Balance Forward from Page 1			\$ 56,395.00	\$ 56,395.00
1.00	EA	Envisionware Professional Services (Onsite)	230-0000-455-03-09		1,500.00	\$ 1,500.00
1.00	EA	Envisionware Professional Services (Turnkey)	230-0000-455-03-09		1,560.00	\$ 1,560.00
		CONTRACT #1011-166				
		PO given to department to place order.				
		PO shall not be modified without approval from				
		Finance Director.				
		PURCHASED BY: Sara Jones				
		FED I.D. NO. 88-6000189				
		Subtotal				\$ 59,455.00

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

Sara Jones
APPROVED FOR PURCHASE

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THE ITEMS, AMOUNTS AND STATEMENTS AS HEREIN
SET OUT ARE TRUE AND CORRECT PER PURCHASE
REQUISITION MADE BY THE PERTINENT CITY
DEPARTMENT.

APPROVED FOR PAYMENT