

**CITY OF SAN ANTONIO
INTERDEPARTMENTAL MEMORANDUM
PURCHASING & GENERAL SERVICES DEPARTMENT**

CONSENT AGENDA

ITEM NO.

7

TO: Mayor and City Council

FROM: Janie B. Cantu, Director of Purchasing & General Services

THROUGH: Terry M. Brechtel, City Manager

COPIES: Erik J. Walsh, Assistant to the City Manager;
Aubrey George, Acting Director of Library Department; File

SUBJECT: Library Technology Assessment

DATE: August 5, 2004

SUMMARY & RECOMMENDATION:

This ordinance authorizes the City to enter into an Interlocal Cooperation Contract with the Texas Department of Information Resources ("DIR") to provide information resource technology professional staffing services through third party vendors, and to issue a work order thereunder to provide the City of San Antonio Library Department with a library technology assessment. Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

Chapter 791 of the Texas Government Code authorizes Texas local governmental entities to participate in cooperative purchasing programs with other governmental entities. The City of San Antonio can achieve cost savings through bulk volume discounts by combining the purchasing power of governmental entities. Also, participating governmental entities realize additional cost savings through a single solicitation process, eliminating the need for multiple solicitations by such entities.

POLICY ANALYSIS:

The DIR offers other governmental entities the ability to participate in its information resource technology professional services staffing program. By entering into this Interlocal Cooperation Contract, the City will be able to issue work orders on an as-needed basis for these services, with Council approval for any work orders exceeding \$25,000.00.

The Alamo Area Library System (AALS), one of Texas' ten regional library systems, provides services to 46 small libraries in a 21 county region of South Texas. These services include consultation on library matters, financial and professional assistance in the development of quality library collections, provision of continuing education classes necessary for county librarians to maintain certification, support for member libraries' literacy and English as a Second Language (ESL) programs, and promotion of library advocacy to members of the public. The Alamo Area Library System is conducting a system wide assessment of the technical capability of each member library. The San Antonio Alamo Area Library System (AALS) and Inter Library Loan (ILL) is conducting a feasibility study on establishing a separate network from the City of San Antonio including costs for operating the network, telecommunication issues, technical expertise and networking equipment.

The study is funded by Technical Assistance Negotiated Grant (TANG) made possible by the Texas State Library. The study will identify computer equipment, provide a network diagram, evaluate wiring, identify the level of computer security and recommend necessary upgrades to each library location. This technology plan will be used to determine the future direction of AALS technical consulting.

This ordinance will authorize the City to enter into an Interlocal Cooperative Contract with DIR, in accordance with Chapter 791, Texas Government Code.

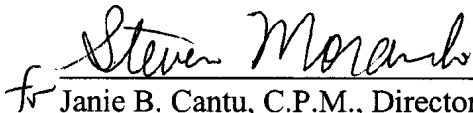
This contract will also provide the Central Library Department with services to conduct a technology assessment within the Alamo Area Library System. The Texas Department of Information Resources will provide two contractors and up to 300 hours each to conduct the assessment of 46 public libraries in a 21 county area. Each library will have a complete physical inventory of computer equipment and peripherals listing computer type, processor speed, memory, operating systems, basic software including desktop protection computer security, firewalls and anti-virus software and other information deemed necessary by the AALS staff. Each library will also be provided a diagram of network using appropriate software. Libraries will be examined for wiring compatibility, and evaluation of the Gates computers will be accomplished. Contractors will determine which servers can be administered remotely, and recommend any need for improvements. The project is anticipated to be complete by the end of September 2004. An Interlocal Government Agreement with the Texas Department of Information Resources (DIR) is also being submitted for approval allowing the City of San Antonio to utilize DIR Staffing Services Agreement

FISCAL IMPACT


The total estimated cost of this contract is \$60,000.00. The funding will be from the Grants in Aid Trust Fund-Texas State Library Technical Assistance Negotiated Grant (TANG). All expenditures will be in accordance with the FY2003-2004 budget approved by City Council. There is no cost to enter into the Interlocal Cooperation Contract with DIR. DIR will invoice the City 2% of the charges billed to DIR through any work order issued under the Interlocal Cooperation Contract to help defray administrative costs.

COORDINATION

This item has been coordinated with the City of San Antonio Library Department.


for Janie B. Cantu, C.P.M., Director
Purchasing & General Services

Approved:


Erik J. Walsh, Assistant to the City Manager
City Manager's Office

CITY OF SAN ANTONIO
BID TABULATION

AALS TECHNOLOGY ASSESSMENT

Department of Information Resources
300 W. 15th Street
Suite 1300
Austin, TX 78701

<u>DESCRIPTION</u>	<u>TOTAL</u>
ALAMO AREA LIBRARY SYSTEM TECHNOLOGY ASSESSMENT Price not to exceed	\$60,000.00
Estimated Total	\$60,000.00
Terms	Net 30
04-077 LB/clb	