

**CITY OF SAN ANTONIO
LIBRARY DEPARTMENT
CITY COUNCIL AGENDA MEMORANDUM**

CONSENT AGENDA
ITEM NO. 20

TO: Mayor and City Council

FROM: Ramiro S. Salazar, Library Director

SUBJECT: Authorization to Accept Texas State Library Loan Star Libraries Grant

DATE: February 9, 2006

SUMMARY AND RECOMMENDATIONS

Approval of this ordinance will authorize acceptance of the Texas State Library and Archives Commission FY06 Loan Star Libraries grant award in the amount of \$88,667. Grant funds will be used to replace thirty laptop computers; the purchase of Meeting Room Reservation software; and technology-related equipment. Receipt and expenditure of all grant funds is anticipated by August 2006.

Library Board and staff recommends the approval of this ordinance.

BACKGROUND INFORMATION

The Loan Star Libraries grant award program provides direct state aid for Texas public libraries. It is predicated on a partnership between the state of Texas and local political jurisdictions. The program intends to improve public library services statewide, ensure access to adequate public library resources for all Texans, and build the capacity of each public library to serve as the information resource and lifelong learning center for their community.

The San Antonio Public Library's Traveling Training Labs allow staff members to provide computer skills training to customers at branch libraries throughout the city, where computer labs are not available. Students in a class are provided their own laptop computer so that they may participate in hands-on learning activities. Libraries offer classes ranging from basic introduction to computers and mouse skills to Word and Excel programs.

Grant funds will also be used to purchase Meeting Room Reservation software and for the needed technology-related equipment. The Meeting Room Reservation software will provide library customers and staff the capability: to check availability of meeting rooms systemwide, to confirm costs to place reservations and to allow customers access to meeting room information twenty-four hours a day, seven days a week. The purchase of technology-related equipment will include hardware and software to upgrade the Library's network to better support current and future software.

POLICY ANALYSIS

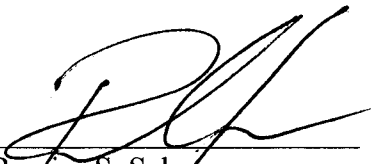
This action is in accordance with City Council policy to accept and utilize grant funds to improve and promote City services.

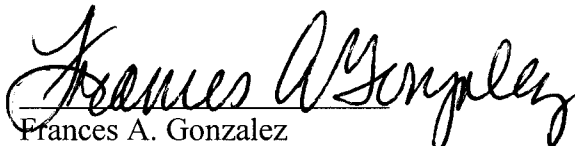
FISCAL IMPACT

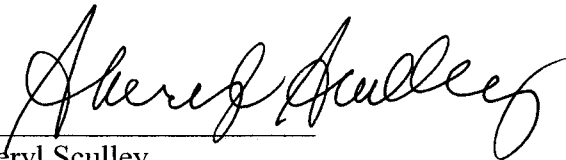
This grant provides \$60,480 in funds to be used to purchase thirty laptop computers and software through existing City contracts and \$3,499 for the purchase of Meeting Room Reservation software. The remaining funds will be used for technology-related equipment. No direct expenditure of City funds will be required.

COORDINATION

This item has been coordinated with Information Technology Services, Legal, Finance, Office of Management and Budget and Purchasing departments.



Ramiro S. Salazar
Director, Library

Frances A. Gonzalez
Assistant City Manager

Sheryl Sculley
City Manager

LOAN STAR LIBRARIES GRANT – FY2006
SERVICE PLAN

The replacement of 30 laptop computers is needed to support technical computer training to citizens. The laptops will be used in the San Antonio Public Library Traveling Training Labs to provide access to as many patrons as possible.

The Meeting Room Reservation software is needed to better manage the rental and reservation of Library meeting rooms. This software will eliminate room conflicts and scheduling errors and will significantly improve service to our patrons.

The procurement of network switches will assist in the replacement of severely dated infrastructure hardware. Updating the Library's network will help improve reliability and performance of the Library's network which supports our library-specific technology. This upgrade is needed to meet City of San Antonio IT standards.

The purchase of additional hard drives will benefit the public because it will dramatically increase the reliability of key service providing technologies such as the Library web server. Other critical systems that will benefit from this enhancement are the storage of Library staff data files and access to the City network. This upgrade is needed to meet City of San Antonio IT standards.

The Adobe Acrobat Professional software will be used to convert documents to a non-editable format for public display and use.

FY 06 Loan Star Grant--\$88,667

30 Laptop Computers (\$2016.00 ea.):	\$60,480
Room Reservation Software	
(\$3,499.00):	\$3,499
6 Network Switches (\$3,800 ea.)	\$22,800
6 Hard Drives (\$282.00 ea.)	\$1,692
Adobe Acrobat Professional	<u>\$196</u>

Total \$88,667

Remaining Balance: \$0