



City of Olathe

COUNCIL AGENDA ITEM

MEETING DATE: 1/22/2019

DEPARTMENT: Resource Management

STAFF CONTACT: Emily Baker/Amy Tharnish

SUBJECT: Acceptance of proposal and consideration of award of contract to Lyngsoe Systems for Automated Materials Handling Equipment for the Indian Creek Library.

ITEM DESCRIPTION:

Acceptance of proposal and consideration of award of contract to Lyngsoe Systems for Automated Materials Handling Equipment for the Indian Creek Library

SUMMARY:

On November 14, 2018, five (5) proposals were received for Automated Materials Handling (AMH) Equipment for the Indian Creek Library. The contract will be to install and maintain the equipment.

The Olathe Public Library (OPL) currently has two library locations with circulation totals averaging approximately 1.5 million checkouts per year. The new Indian Creek Library will open in late September 2019. Located in Olathe, Kansas, OPL serves a population of 139,247 residents. OPL shares an Integrated Library System, with the Johnson County Library which consists of fourteen locations. In 2017, 376,250 materials were shared between the two library systems to fill customer holds and approximately 45% of the materials returned to the Indian Creek Library belonged to the Johnson County Library system. OPL also has ten stand-alone book returns located throughout Olathe that are picked up once a day and transported back to the library to be checked in. The new Indian Creek Library is anticipated to see an influx of patrons who will be utilizing it, thus resulting in more books in circulation and returned.

The AMH equipment is a conveyor and sortation system that will move library materials from the point of return to sorting equipment that can scan the RFID tag (Radio Frequency Identification - tags applied to each library item that allows touchless circulation of materials) to check in the item from the borrower and ascertain which tote or trolley the item should be sorted to based on system configurations. The greatest benefits of the AMH equipment is the reduction of operating costs due to the significant reduction in the handling of returned items by staff. Staff members are no longer needed to empty book returns, move materials, check them in, reactivate the security tags, and place them on book carts for re-shelving, thus allowing staff to be redeployed to providing direct customer service. Library customers will also see that materials are ready more quickly for shelving, therefore increasing the availability of materials. Finally, the AMH equipment will reduce the incidence of repetitive motion injuries for staff.

An evaluation team of Olathe Public Library staff and a library technology consultant evaluated the proposals based on the understanding of scope of services required, previous experience providing similar equipment and services, overall response to the proposal, and cost. Lyngsoe Systems received the highest score.

Staff recommends award of a five (5) year contract to Lyngsoe Systems.

No Olathe vendors could provide this type of equipment and service.

FINANCIAL IMPACT:

Total expenditures are estimated to be \$270,002 for the 5 years of the contract. Expenditures will be charged to the Indian Creek Library Project and the Library's General Operating budget.

ACTION NEEDED:

Award of contract to Lyngsoe Systems for the automated materials handling equipment.

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ATTACHMENT(S):

A. Composite Score Sheet