

ANCHORAGE SCHOOL DISTRICT

ANCHORAGE, ALASKA

ASD MEMORANDUM #28 (1999-2000) August 9, 1999

TO: SCHOOL BOARD  
FROM: OFFICE OF THE SUPERINTENDENT  
SUBJECT: AWARD OF CONTRACT: LIBRARY CATALOG & CIRCULATION SYSTEM

RECOMMENDATION:

It is the Administration's recommendation that the School Board authorize the Superintendent to negotiate a contract for a new Library Catalog & Circulation System to SIRSI Corporation in the not-to-exceed amount of \$282,075. This price includes software, a one year warranty and technical support. It also includes the loading of WLN MARC bibliographic and authority files and a Districtwide patron file in SIRSI specified ASCII format.

In addition, the Annual support and licensing updates after the first year are expected to cost a minimum of:

\$36,273	Year 2
\$39,900	Year 3
\$43,890	Year 4
\$48,280	Year 5

On-site training for a three-day session would be \$4,100, and a five-day session would be \$6,125. If additional training is required, the cost will be \$4,100 for a three-day minimum. Total five year costs for annual licensing fees and training will not exceed \$178,568. The price per location for all required software when new locations are added to the system will be \$3,087 per site.

## PERTINENT FACTS :

The District's current library catalog and circulation system is approximately 18 years old, not Y2K compliant and must be replaced.

The District issued a Request for Information (RFI) to all interested parties to determine whether a Request for Proposal (RFP) would be sent to qualified respondents. The RFI was mailed to 27 interested parties and three responses were received. Price estimates were required to be submitted as this information was used to determine the required amount of funding. A Request for Proposal (RFP) was issued on March 29, 1999. The RFP was sent to 30 prospective proposers. The District received six responses.

The proposals were evaluated by a committee comprised of librarians, the Manager of Library Resources and the former Supervisor of Audio Visual Services. From among the six proposals received, four proposers were selected to provide on-site demonstrations in Anchorage of their system on June 26 and 27.

The final selection was based on the qualifications of the proposer and the technical capabilities of the system. The selected proposer, SIRSI Corporation, was the highest technical scorer and offered the lowest price. They have agreed to comply with the timelines to have the system in place by December 31, 1999.

SIRSI proposed to meet the Library's Automation needs with their Unicorn ECOLE™ Collection Management System. SIRSI is devoted exclusively to developing and marketing state-of-the-art library automation systems. They have been in business since 1979. References were checked and all stated that SIRSI followed through on all their requirements and met all their deadlines for implementation. References contacted indicated the Unicorn ECOLE™ was "user friendly," which was very apparent during their on-site demonstration.

It is the District's desire that the centralized software operate on a DEC Alpha computer because the District has existing equipment and fully trained staff. This requirement can be met by SIRSI. The District requested proposers submit prices to include the furnishing of the central site computer and also submit a price which did not include the central site computer. It was determined that it would be more cost effective for the District to purchase the central site computer through a competitive bid process at a later date.

Unicorn ECOLE™ software was developed under the UNIX operating system which is now an industry standard for applications development and production on micro-, mini-, and larger computers. Key advantages for libraries using Unix-based Unicorn ECOLE™ includes its portability, performance and networking capabilities.

The budget for the Library Automation Year 2000 compliant is currently in Audio Visual Services (105204) . A budget transfer will be done to appropriately track the expenditures associated with the Library Automation Systems Replacement as reflected below:

Funds added to:

<u>Account Name</u>	<u>Account Number</u>	<u>Amount</u>
Library Resources Contracted  Services - Instruction	105105-3030	\$282,075

Funds subtracted from:

<u>Account Name</u>	<u>Account Number</u>	<u>Amount</u>
Audio Visual Services Unallocated Adjustments (Library Automation Year 2000 Compliant)	105204-3980	\$282,075

CERTIFICATION OF FUNDS:

Funds Description:

(01) General Fund  
(105105) Library Resources - Automation  
(3030) Contracted Services (Instruction)

<u>Fund Source:</u>	<u>Funding</u>			<u>Amount</u>
	<u>Fund</u>	<u>Source Account Code</u>		
Library Resources Contracted Services - Instruction	01	105105	105105 3030	\$282,075

BC/EB/SAB/NH/tc

Attachments: A, B, C

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Approved by: Janet Stokesbary, Chief Financial Officer