



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: 16-1324, **Version:** 1

- a. Approve and authorize, retroactively, the Library Director or her Designee to submit, on behalf of Monterey County Free Libraries, a grant application to Pacific Library Partnership for \$15,000.00 to partially fund the purchase of LyndaLibrary online computer and business skills training services for the public and County staff;
- b. Approve and authorize, retroactively, the Library Director or her Designee to accept a grant of \$15,000.00 from Pacific Library Partnership to partially fund the purchase of LyndaLibrary online computer and business skills training services for the public and County staff;
- c. Approve and authorize the Library Director or her Designee to enter into a non-standard agreement with LinkedIn Corporation for purchase of a subscription to LyndaLibrary online computer and business skills training services, in the maximum amount of \$18,400.00, for a period of one year, from January 13, 2017 to January 13, 2018;
- d. Approve non-standard agreement terms as recommended by the Director of Monterey County Free Libraries; and
- e. Approve and authorize the Library Director or her Designee to execute a maximum of three (3) renewals, of one year each, of the agreement with LinkedIn Corporation for LyndaLibrary online services, subject to County Counsel review, where the cost of renewals do not exceed 10 percent of the original cost (\$1,840.00 maximum additional cost), and do not significantly alter the nonstandard provisions approved by the Board of Supervisors.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize, retroactively, the Library Director or her Designee to submit, on behalf of Monterey County Free Libraries, a grant application to Pacific Library Partnership for \$15,000.00 to partially fund the purchase of LyndaLibrary online computer and business skills training services for the public and County staff;
- b. Approve and authorize, retroactively, the Library Director or her Designee to accept a grant of \$15,000.00 from Pacific Library Partnership to partially fund the purchase of LyndaLibrary online computer and business skills training services for the public and County staff;
- c. Approve and authorize the Library Director or her Designee to enter into a non-standard agreement with LinkedIn Corporation for purchase of a subscription to LyndaLibrary online computer and business skills training services, in the maximum amount of \$18,400.00, for a period of one year, from January 13, 2017 to January 13, 2018;
- d. Approve non-standard agreement terms as recommended by the Director of Monterey County Free Libraries;
- e. Approve and authorize the Library Director or her Designee to execute a maximum of three (3) renewals, of one year each, of the agreement with LinkedIn Corporation for LyndaLibrary online services, subject to County Counsel review, where the cost of renewals do not exceed 10 percent of the original cost (\$1,840.00 maximum additional cost), and do not significantly alter the nonstandard provisions approved by the Board of Supervisors.

SUMMARY:

The vision statement of MCFL states that “Monterey County is a community where everyone has the opportunity to achieve their potential and pursue happiness.” In line with pursuing this vision, MCFL recently applied for and received a grant from the Pacific Library Partnership (PLP) in the amount of \$15,000.00 to pursue this project goal. MCFL applied for the grant prior to receiving Board approval in order to meet the short deadline of the grant from the PLP Consortium of which MCFL is already a member. The purpose of this grant is to provide the opportunity for all residents of Monterey County, including Library and County staff, to learn valuable business and computer skills online that will allow them to improve their lives.

Monterey County Free Libraries (MCFL) is in the process of rebuilding its adult education programming as well as enhancing staff training. A subscription for LyndaLibrary services will provide the opportunity for on-demand, web-based training for both patrons and employees to enhance job skills. This software will also allow much needed access to pre-recorded classes that will help further public adult education even in remote locations. The library intends to use this subscription to accomplish five main goals:

1. Provide the opportunity for all the residents in Monterey County to learn valuable job related and other skills that will allow them to improve their lives.
2. Provide the opportunity for people in remote locations to access a variety of training courses from home or anywhere that Internet access is available.
3. Provide a venue for valuable training for Library and County employees that will further their knowledge in specific job areas.
4. Allow Library staff to use their acquired knowledge to train library patrons on various computer skills.
5. Equity in serving the needs of all residents of Monterey County by balancing resources with needs, and offering the most effective and efficient delivery method to each of our communities.

The Board is asked to authorize an agreement with LinkedIn Corporation for purchase of LyndaLibrary services. Although the terms are non-standard to the County, LinkedIn Corporation is a well-recognized, respected vendor in the industry and the non-standard terms are typical of other online training subscription agreements. The Board is also asked to authorize up to three renewals of the LyndaLibrary services subscription, to ensure continuity of services to the public and to County and Library staff.

DISCUSSION/ OTHER AGENCY INVOLVEMENT:

The proposed Agreement has been reviewed and approved by the Auditor-Controller’s Office as to fiscal terms, and the Information Technology Department regarding nonstandard technology projects. The proposed Agreement has been reviewed but not approved by the Office of the County Counsel due to non-standard terms and conditions, including but not limited to: upfront payment of contract amount; non-cancelable subscription; requirement that users of subscription services be LinkedIn members; evergreen term; non-standard termination provisions; vendor’s disclaimer of warranty; limitations on the amount of and type of damages available to the County; vendor’s right to unilaterally modify user terms; and disclaimer of liability for data breach.

FINANCING:

The recommended Professional Service Agreement provides for an amount not to exceed \$18,400.00. The grant award of \$15,000.00 will cover a portion of this cost. Funds have been included in the Library Budget Unit 6110 for FYs 2016-17 to cover online subscriptions. There is no additional cost to the County General Fund associated with this recommendation.

Prepared by:

Jacqueline C. Bleisch
Administrative Services Assistant, (831)883-7576

Approved by: Jayanti Addleman, Library Director, (831)883-7566

Attachments:

Monterey County Free Library grant application to Pacific Library Partnership
Pacific Library Partnership grant award confirmation
LyndaLibrary, Inc. Invoice and Service Contract