



County of Monterey

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

Board Report

File #: 13-0153, **Version:** 1

Approve and affirm the County Librarian's execution of the Professional Services Agreement (PSA) (A-11821) with Polaris Library Systems for the period of November 5, 2010 through November 5, 2015, for library automation software, staff training and hosting services in the amount of \$304,804.

RECOMMENDATION

It is recommended that the Board of Supervisors:

Approve and affirm the County Librarian's execution of the Professional Services Agreement (PSA) (A-11821) with Polaris Library Systems for the period of November 5, 2010 through November 5, 2015, for library automation software, staff training and hosting services in the amount of \$304,804.

SUMMARY/DISCUSSION:

On October 12, 2010, your Board was presented with PSA A-11821 between the County of Monterey and Polaris Library Systems. That report indicated that the Agreement would enable Monterey County Free Libraries to replace its outdated library automation software, train staff on the new Polaris Library Systems. The October 12, 2010 Board Report further indicated that the requested term of the Agreement was for the period of November 5, 2010 through November 5, 2015, in the amount of \$304,804. On October 12, 2010 your Board did approve the Agreement but, due to a clerical error, the Board Order only reflected an Agreement date through November 12, 2012. The recommended action herein corrects that clerical error and affirms the Agreement term though the originally intended (and executed) term of November 5, 2010 through November 5, 2015. No other changes are made to the Agreement or the contractual relationship.

On 4/06/2011 the system was installed and became operational. Services performed to date have been in compliance with the terms of the Agreement. Monterey County Free Libraries is satisfied with the work to date and would like to continue the relationship through the originally intended November 5, 2015, Agreement term.

OTHER AGENCY INVOLVEMENT:

The Professional Services Agreement (PSA) was previously approved by the office of the County Counsel as to legal form, the Auditor-Controller as to fiscal terms, Risk Management for insurance and indemnification provisions and Information Technology for non standard computer projects.

FINANCING:

The Agreement with Polaris amounts to \$304,804 over the five year period. The contract payments through November 2012, totaling \$159,820, have been made to date. The total payment for year three, \$51,223 is due in April 2013 and the payment for year four, \$48,839 is due in April 2014, the final payment of \$44,922 is due in April 2015. Funds have or will be included in the Library Budget Unit 611 for FYs 2011-15 to cover the cost of this contract. There is no additional cost to the County General Fund associated with this recommendation.

Prepared by:

Bert Baumer

Approved by:

Jayanti Addleman

Administrative Services Assistant

County Librarian

Date: _____

Date: _____

Attachment: The original PSA
October 12, 2010 Board Report and Order