

August 27, 2009

Sacramento Public Library Authority

Agenda Item 12.0: Memorandum of Understanding: Books/Materials and Technology Purchases North Natomas Library

TO: Sacramento Public Library Authority Board Members

FROM: Rick Teichert, Deputy Director – Administrative Services

RE: Memorandum of Understanding with City of Sacramento:

Books/Materials and Technology Purchases - North Natomas

Library

RECOMMENDED ACTIONS:

- 1. Acknowledge The City of Sacramento has a project requirement to purchase the books and materials collection for the North Natomas Library project with a budget of \$1,400,000; and to purchase technology related software and equipment for the North Natomas Library project with a budget of \$589,199.
- 2. Approve the Memorandum of Understanding with the City of Sacramento to reimburse the Library for purchases related to the North Natomas Library Project: for the books and materials collection in an amount not to exceed \$1,400,000; and for technology related software and equipment in an amount not to exceed \$589,199; as detailed in Exhibit A.
- **3. Authorize** the Library Director to sign all documents related to the Memorandum of Understanding with the City of Sacramento within the approved terms.

REASON FOR RECOMMENDATION

On May 22, 2009, the Authority Board authorized the Library Director to enter into a contract for books and materials for the North Natomas Library in an aggregate amount not to exceed \$1,300,000, contingent upon the City of Sacramento's approval of a reimbursement agreement. On that same date, the Authority Board approved a reimbursement agreement with the City of Sacramento in an amount not to exceed \$400,000 for the purchase of technology software and related equipment for the North Natomas Library.

Subsequent to those actions, the City of Sacramento elected to combine the technology purchases with the purchase of materials in a single reimbursement agreement. In addition, the City of Sacramento has expanded the technology purchase request for the Library to a not to exceed amount of \$589,199, as reflected in the new MOU (see Exhibit A), and books and materials costs not to exceed \$1.4 million.



Sacramento Public Library Authority

August 27, 2009

Agenda I tem 12.0: Memorandum of Understanding: Books/Materials and Technology Purchases North Natomas Library

It is expedient for both the Library and the City of Sacramento to have the Library take the lead and procure the books and materials totaling up to \$1,400,000, and the technology related software equipment totaling up to \$589,199 for the project. This proposed agreement provides the mechanism for the City to reimburse the Library for advancing and expending the funds to complete these project expenditures.

Staff will adhere to the Sacramento Public Library Authority's Contracts and Procurement Policy for all purchases.

City of Sacramento Action

The City of Sacramento City Council approved this MOU on August 18, 2009 (Agenda Item #9).

ATTACHMENTS

Exhibit A: Memorandum of Understanding with the City of Sacramento: North Natomas Library Project

MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SACRAMENTO AND THE SACRAMENTO PUBLIC LIBRARY AUTHORITY REGARDING THE ACQUISITION OF LIBRARY INFORMATION TECHNOLOGY SOFTWARE AND HARDWARE, AND REGARDING THE ACQUISITION OF OPENING DAY MATERIALS COLLECTION SERVICES FOR THE NORTH NATOMAS LIBRARY.

This Memorandum of Understanding dated	_, by and between the City of
Sacramento (City), a municipal corporation, and the Sacra	mento Public Library Authority
(Library), a Joint Powers Authority, is made and entered	into this day of,
2009.	

The City and Library may be referred to collectively as "parties" or in the singular as "party", as the context requires.

RECITALS

WHEREAS, the Library and the City is constructing the North Natomas Library, and completion of the project requires the acquisition of Information Technology (IT) hardware and software and of new opening day materials collection services and owner provided miscellaneous furniture, fixtures, and equipment (FF&E).

WHEREAS, a project budget, which includes funding for the acquisition of IT hardware and software, and new opening day materials collection services for the library was duly approved by the Sacramento City Council.

WHEREAS, the Library is best suited to competitively bid and implement the procurement process for these materials.

WHEREAS, it is the City's desire to fund the acquisition of IT hardware and software, including, but not limited to, access control, burglar alarm, paging, and closed circuit television, and opening day materials collection services including, but not limited to, books, DVDs, and audio books from the project budget by reimbursing the Library for the cost of these materials. The reimbursements of identified expenditures will be subject to funding availability in the project budget.

AGREEMENT

THEREFORE, the City authorizes the Library to competitively procure the IT hardware and software and the opening day materials collection services for the North Natomas Library and reimburse the Sacramento Library for the cost of materials, up to \$1,400,000.00 for materials collection services and up to \$589,199 for IT hardware/software.

MISCELLANEOUS

- A. Counterparts. This Amendment may be executed in counterparts so that signatures appear on separate signature pages. A copy, or an original, with all signatures appended together shall be deemed a fully executed MOU. Signatures transmitted by facsimile shall be deemed original signatures.
- B. Authority. The people executing this Amendment have the capacity and are authorized to execute this Amendment as the representatives of their respective Party, and to bind their respective Party to the terms of this Amendment.

CITY OF SACRAMENTO ("City")
By:
By:Ray Kerridge, City Manager
Dated:
ATTEST:
City Clerk, City of Sacramento
SACRAMENTO PUBLIC LIBRARY AUTHORITY ("Library")
By:Phil Batchelor, Interim Director
Dated:
APPROVED AS TO FORM:
Diane Balter, Library Counsel Sacramento Public Library Authority
APPROVED AS TO FORM:
Jerry Hicks Senior Deputy City Attorney
City of Sacramento