Sacramento Public Library Authority

December 1, 2010

Agenda Item 11.0: Purchase Contract for Encore Reporter Subscription Services

TO: **Sacramento Public Library Authority Board Members**

FROM: **Gerry Calderón, Information Technology Manager**

RE: **Purchase Contract for Encore Reporter Subscription**

RECOMMENDED ACTION(S):

1. **Approve a** purchase contract with Innovative Interfaces, Inc. for Encore Reporter services in an amount not to exceed $69,000 over a three year period, with two (2) additional one-year renewal options.

2. **Authorize** the Library Director to sign all documents related to this contract within the approved terms.

REASON FOR RECOMMENDATION

Encore Reporter has been identified as the primary tool for analyzing use of the material collection at the branch level and on a system-wide basis. Encore Reporter will be an essential resource for making material purchasing decisions by the Collection Services Department.

Encore Reporter captures transaction data from the Millennium Integrated Library System (ILS). The data can be retrieved using various reporting options and formats to help staff analyze material usage. Report options are based on key performance indicators, operational statistics, patron and material usage analysis by hourly-level circulation transactions, summaries of patron borrowing activity by ZIP code, and more.

Innovative Interfaces, Inc. is the sole developer of the Encore Reporter software, and no other company is licensed to resell it. In compliance with the Sacramento Public Library Authority's Contracts and Procurement Policy for purchases of $50,000 or more, staff recommends a sole-source purchase of Millennium Encore Reporter subscription services from Innovative Interfaces, Inc.

FISCAL IMPACT

The purchase of the Encore Reporter subscription services is included in the FY 2010-2011 Final Budget adopted by the Board on September 23, 2010. The annual cost is not to exceed $23,000.

THIS PAGE INTENTIONALLY LEFT BLANK