



M E M O R A N D U M
COUNTY EXECUTIVE OFFICE
Procurement Services Division
County of Placer

TO: Board of Supervisors DATE: June 22, 2021
FROM: Todd Leopold, County Executive Officer
By: Brett Wood, Purchasing Manager
SUBJECT: Automated Library Materials Handling System – Envisionware Inc.

ACTION REQUESTED

Approve the award of a purchase order to Envisionware Inc. of Duluth, GA for the purchase of an Automated Library Materials Handling System for the Rocklin Library branch in the total amount of \$334,546.

Authorize the Purchasing Manager to sign all required documents.

BACKGROUND

On July 27, 2010, your Board approved the purchase of and implementation of a radio-frequency identification (RFID) Materials Theft Detection system and related Self-Check systems from Envisionware Inc. of Duluth, GA to support the Rocklin Library. This branch was newly remodeled at the time and uses these state-of-the-art systems to expedite service to patrons for a positive library experience.

The Library has identified a need for an Automated Library Materials Handling System for the materials return process at the Rocklin Library branch and solicited a proposal from Envisionware for a sorting system manufactured by Lyngsoe. Among other benefits, the proposed system is expected to provide productivity gains by reducing key labor-intensive workflow processes, enhanced customer service, reduced material losses, reduced incidents of staff repetitive motion injuries, and improved inventory accuracy. The Lyngsoe materials handling system is utilized by many other library systems throughout California and the U.S. and is completely compatible with the Rocklin Library's existing Envisionware RFID system.

Patrons will continue to deposit their returned materials in the on-site repository. The system will retrieve the materials from the repository, scan the item's barcode for identification purposes, and update the system to show the item was returned. The system then sorts the items and stages them for return with like items, which maximizes staff efficiency when returning the items to the various locations within the Library. The sorter can sort hundreds of items per hour.

Envisionware's proposal totals \$334,546 and includes all equipment, installation, and shipping costs as well as on-site training of Library staff in the complete operation of the system. Envisionware is the sole licensor of the existing RFID system and is experienced with integrating the Lyngsoe system. Therefore, this purchase has been determined to be exempt from competitive bidding in accordance with Section 3.5E of the Procurement Policy, as a competitive process would be impractical. In addition, staff has negotiated discounted pricing for future maintenance costs as well as additional components to be purchased as needed.

FISCAL IMPACT

Funding for this Automated Library Materials Handling System is included in the Master Fixed Asset List in the FY 2020-21 Final Budget for the Library in the total amount of \$500,000. This budgeted amount includes the purchase of the system from Envisionware, as well as necessary preparation of the building which will be performed by Facilities Management staff.

