

## **MEMORANDUM**

**DATE:** July 26, 2013

**TO:** Mayor Mike Dever; Commissioners Amyx, Farmer, Riordan, and Schumm; Dave Corliss, City Manager; Ed Mullins, Finance Director; Casey Toomay, Budget Director

**FROM:** Brad Allen, Executive Director, Lawrence Public Library

**RE:** Automated Materials Handling System for Library RFID Project

On Monday, July 15, the Lawrence Public Library Board of Trustees voted to approve staff recommendation for the purchase of an Automatic Materials Handling System from TechLogic, based in White Bear Lake, Minnesota. This purchase is a major component of the Library's RFID project and will be made solely with the funds raised privately by the Lawrence Public Library Foundation Capital Campaign. Staff complied with the Library's Purchasing Policy when determining the recommendation to be made. Despite this purchase being made with privately raised funds, library staff wanted to inform the City Commission that this expenditure was being executed.

The overall library/garage project budget is \$19,000,000 – with \$18,000,000 coming from the City voter approved bond issuance, and the remaining \$1 million from funds raised by the Lawrence Public Library Foundation. This purchase – which will be made by the Library with Foundation funds raised for the project – will total \$320,049.00. The RFID project was budgeted at \$500,000 as part of the overall \$19 million project, and additional elements beyond this purchase will be necessary to fully implement this important program.

The memorandum sent by staff to the Library Board of Trustees is appended for your perusal.

## MEMORANDUM

**DATE:** July 11, 2013

**TO:** Lawrence Public Library Board of Trustees

**FROM:** Brad Allen, Executive Director

**RE:** RFID Project

In an effort to begin moving forward on the library's RFID implementation, the subcommittee on RFID technology has decided to split the project into 2 phases. Phase 1 will constitute the selection of the Automated Materials Handler (AMH), or sorter. Phase 2 will include all other aspects of the project (RFID tags and antennas, staff stations, self-checks, etc.). Parsing the project into two separate components allows us to get construction specs for the AMH to BA Green within the proposed timeline of the construction project and have a bit more time to research and deliberate more fully on selecting the right additional products for our implementation of RFID.

For Phase 1 the **subcommittee recommends TechLogic as the vendor with their PM-2 service contract**. This provides a 13 bin sorter with an additional bin, and a five-year service contract. Associated cost breakdown and diagrams follow this memo.

We selected the TechLogic sorter for several reasons. The TechLogic sorter is the only option that allows multiple items to be returned at once which we believe provides a more positive customer experience than returning items one at a time. Additionally, a single induction point creates a simpler machine with fewer moving parts which we believe in the long run will contribute to less maintenance issues and down time. Lastly, given our discussions with other libraries, we believe selecting the less comprehensive PM-2 service contract provides adequate maintenance for the sorter. Full service is considerably more expensive and most likely unnecessary for a brand new machine. At the end of our initial five-year contract, we intend to reassess which service option would be the best way to move forward.

**AUTOMATED MATERIALS HANDLING SYSTEM REVISED QUOTES (7-17-13)**

Revised items are Bold.

Requirements			
<b>3M</b>	<b>Quantity</b>	<b>Price</b>	<b>Total</b>
AMH w/ 13 sort bins, 2 patron induction, 1 staff induction	1	\$229,341.00	\$229,341.00
<b>AMH software (included in price)</b>	<b>1</b>	<b>\$0.00</b>	<b>\$0.00</b>
Support years 2 through 5 (includes 2 yearly visits)	4	\$13,950.00	\$55,800.00
Kingsley Bins	14	\$1,500.00	\$21,000.00
Shipping	1	\$2,604.00	\$2,604.00
Installation and Training (included in price)	1	\$0.00	\$0.00
			<b>\$308,745.00</b>
<b>Techlogic</b>	<b>Quantity</b>	<b>Price</b>	<b>Total</b>
AMH w/ 13 bin sorter, 1 patron induction, 1 staff induction	1	\$218,524.00	\$218,524.00
<b>AMH software</b>	<b>1</b>	<b>\$16,475.00</b>	<b>\$16,475.00</b>
Support years 2 through 5 (PM2 contract)	4	\$9,300.00	\$37,200.00
Kingsley Bins	14	\$1,500.00	\$21,000.00
Shipping	1	\$4,250.00	\$4,250.00
Installation and Training	1	\$22,600.00	\$22,600.00
			<b>\$320,049.00</b>
<b>Techlogic</b>	<b>Quantity</b>	<b>Price</b>	<b>Total</b>
AMH w/ 13 bin sorter, 1 patron induction, 1 staff induction	1	\$218,524.00	\$218,524.00
<b>AMH software</b>	<b>1</b>	<b>\$16,475.00</b>	<b>\$16,475.00</b>
Support years 2 through 5 (FSP contract)	4	\$17,727.75	\$70,911.00
Kingsley Bins	14	\$1,500.00	\$21,000.00
Shipping	1	\$4,250.00	\$4,250.00
Installation and Training	1	\$22,600.00	\$22,600.00
			<b>\$353,760.00</b>