



Agenda Report

File #: 18-2221

**AGENDA REPORT
REQUEST FOR CITY COUNCIL ACTION**

DATE: 11/7/2018

TO: Honorable Mayor and City Council Members

FROM: Library and Recreation Services Department

SUBJECT:

City Council consideration of Resolution No. 2018-113 designating certain equipment and products at the Corona Public Library as exclusive standard equipment and products pursuant to Public Contract Code Section 3400.

RECOMMENDED ACTION:

That the City Council adopt Resolution No. 2018-113 designating certain equipment and products at the Corona Public Library as exclusive standard equipment and products pursuant to Public Contract Code Section 3400.

ANALYSIS:

Public Contract Code Section 3400 allows the City to specify products, brands or trade names in its specifications for public works projects, if the City Council has made certain findings related to the product or item. In accordance with Public Contract Code §3400(c), one of the statutorily permissible grounds for an exclusive standard finding is that the product or item is needed to match other products in use at City facilities to establish reliability, durability, uniformity, parts availability, repair and maintenance savings, and training improvements for City staff.

Outside of the Public Contract Code findings, the City has previously established uniform, complete and compatible equipment and product specifications for its Firearms Range. Standardizing equipment and products helps to improve operational efficiency, establish equipment reliability, reduce training for staff by simplifying the number of brands staff needs to be trained on.

Automated materials handling (AMH) refers to automation that reduces or eliminates the need for humans to check-out, check-in, sort, or move bins containing library material. The mechanical equipment used in AMH systems includes check-in machines and sorters. The AMH system also includes patron returns -- one outside the library near the entrance and another one inside the library. Each return and induction point receive material onto a conveyor which takes the material to the sorter. The sorter is used to sort each item according to the sort plan for which it is programmed.

In 2015, the Corona Public installed the *Bibliotheca RFID check-out automation along with a RFID security technology*. The installation included 3 self-check-out machines, RFID tags, RFID security gates and Liber8 software.

To complete the AMH, the staff has identified *self-check-in* automation equipment to match our current self-check-out equipment and software. The self-check-in system with sorters eliminates several manual steps in the typical library materials handling workflow.

By designating the equipment specifications set forth in the Resolution, the design and construction specifications will help to ensure that the AMH system will:

- match the current equipment and software already in use;
- provide a long service life based on a history of reliability and durability;
- promote cost savings and efficiency in staff time;
- allow standardized training in the operation of the equipment;
- Installation of equipment manufactured from the highest quality materials with state-of-the-art features and capabilities;
- decrease replacement, repair, and maintenance issues and costs; and
- ensure compatibility throughout AMH

Staff recommends that City Council adopt the Resolution based on the reasons stated above and pursuant to State law and the City's municipal code.

The Resolution also delegates to the Library and Recreation Services Director the authority to review the equipment and product list from time-to-time, and to amend it upon any findings required by applicable law. Such amendments shall be in the form approved by the City Attorney.

The proposed Resolution has been reviewed and approved by the City Attorney.

COMMITTEE ACTION:

Not Applicable

STRATEGIC PLAN:

This item supports the City Strategic Plan Goal 4: Actively engaging in public and private partnerships to provide services and amenities.

FISCAL IMPACT:

There is no fiscal impact based on the designation.

ENVIRONMENTAL ANALYSIS:

No environmental review is required because the proposed action does not constitute a project under the California Environmental Quality Act.

PREPARED BY: KATHERINE BACKUS, MANAGEMENT ANALYST

REVIEWED BY: DAVID MONTGOMERY-SCOTT, DIRECTOR, LIBRARY AND RECREATION SERVICES

File #: 18-2221

REVIEWED BY: MICHELE NISSEN, ASSISTANT CITY MANAGER

**REVIEWED BY: KERRY D. EDEN, ASSISTANT CITY MANAGER/ADMINISTRATIVE SERVICES
DIRECTOR**

SUBMITTED BY: DARRELL TALBERT, CITY MANAGER

Attachment:

*Resolution No. 2018-113 designating certain equipment and products at the Corona Public Library as
exclusive standard equipment and products pursuant to Public Contract Code Section 3400*

RESOLUTION NO. 2018-113

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
CORONA, CALIFORNIA DESIGNATING CERTAIN
EQUIPMENT AND PRODUCTS AT THE CITY'S LIBRARY
AS EXCLUSIVE STANDARD EQUIPMENT AND
PRODUCTS PURSUANT TO PUBLIC CONTRACT CODE
SECTION 3400**

WHEREAS, pursuant to Public Contract Code Section 3400(c), the City of Corona ("City") may make findings designating certain products, things or services by specific brand or trade name for statutorily enumerated purposes; and

WHEREAS, when Public Contract Code Section 3400 is inapplicable, the City's general police powers authorize it to specify, by specific brand or trade name, equipment and products for a variety of reasons, including, but not limited to, the City's need to establish uniform, complete and compatible equipment and product specifications, in order to help establish reliability, durability, uniformity, parts availability, repair and maintenance savings, and training improvement for City staff;

WHEREAS, City staff has reviewed the City's current facilities, general contracts, plans and specifications in order to evaluate the City's need to match equipment and products currently in use at the Library or planned to be installed at the Library and to facilitate the use of the most reliable, dependable, cost-efficient and feasible equipment and products at the City's Library; and

WHEREAS, City staff has presented its review findings to the City Council and has recommended designation of the equipment and products described in Exhibit "A" attached hereto and incorporated herein by reference as exclusive standard equipment and products for the Library ("PCC 3400 Exclusive Standard Specifications"); and

WHEREAS, designating the PCC 3400 Exclusive Standard Specifications as exclusive standard products for the Library will match equipment and products currently in use at the Library; and

WHEREAS, designating the PCC 3400 Exclusive Standard Specifications as exclusive standard products for the Library will also help establish reliability, durability, maintenance, repair, compatibility of parts, and preservation of the warranties of the products and equipment at the Library.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CORONA AS FOLLOWS:

Section 1. The above recitals are true and correct.

Section 2. Based upon the authority and findings set forth in this Resolution, the City Council approves the PCC 3400 Exclusive Standard Specifications list attached hereto as Exhibit "A" and incorporated herein by reference ("Specifications List"). The City Council hereby designates the equipment and products described in the Specifications List as exclusive standard equipment and products to be used at the Library. The PCC 3400 Exclusive Standard Specifications can be incorporated and specified in the City's contract documents and installed in all future Library projects.

Section 3. Designating the PCC 3400 Exclusive Standard Specifications as exclusive standard products for the Library will: (1) match equipment and products currently in use at the Library; and (2) help establish reliability, durability, uniformity, parts availability, repair and maintenance savings, and training improvement for City staff.

Section 4. Designating the PCC 3400 Exclusive Standard Specifications as exclusive standard products for the Library will also help to ensure that Library will (1) be maintained with equipment and products that match the equipment and products already in use and that are designed to work in tandem with existing equipment and products to maximize the security and efficiency of the Library; (2) provide a long service life based on a history of reliability and durability; (3) promote cost savings and ease of repair and maintenance; (4) allow standardized training to repair and operate equipment and products; (5) be operated with equipment and products manufactured from the highest quality materials with state-of-the-art features and capabilities; (6) decrease replacement, repair, and maintenance issues and costs; and (7) ensure compatibility throughout the Library.

Section 5. The designation provided for in this Resolution shall apply to public works projects subject to Public Contract Code Section 3400, as well as maintenance and construction projects not subject to Public Contract Code Section 3400(c)(2). The City Council hereby designates the equipment and products described in the Specifications List as the exclusive standard equipment and products to be used in all future Library projects, so as to establish complete uniform specifications City-wide for the construction, maintenance and operation of the Library for the reasons stated herein.

Section 6. The Library and Recreation Services Director shall have the authority to review the PCC 3400 Exclusive Standard Specifications from time-to-time and amend the Specifications List upon making the findings required by applicable law. Such amendments shall be in a form approved by the City Attorney.

Section 7. This Resolution shall be effective immediately upon adoption, and shall remain in effect until revoked by further action of the City Council.

Section 9. The Mayor shall sign this Resolution and the City Clerk shall attest thereto, and this Resolution shall take effect and be in force on the date of its adoption.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 20__.

Mayor of the City of Corona

ATTEST:

City Clerk of the City of Corona

EXHIBIT "A"

LIBRARY SPECIFICATIONS LIST

CITY OF CORONA LIBRARY PCC 3400 EXCLUSIVE STANDARD SPECIFICATIONS LIST CREATED: 10/21/2018	
EQUIPMENT/PRODUCTS	MANUFACTURER
flexAMH - Automated Materials Handling System with a bulkSeperator – FLX_0000001-000	Bibliotheca
Standard Bin – AMH200041-000	Bibliotheca
flex bookDrop non-RFID AMH510000-000 -	Bibliotheca

CERTIFICATION

I, SYLVIA EDWARDS, City Clerk of the City of Corona, certify that the foregoing Resolution was adopted by the City Council of the City of Corona at a regular meeting held on the ____ day of _____, 2018, by the following vote:

AYES:

NOES:

ABSTAINED:

ABSENT:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Corona, California, this ____ day of _____, 2018.

Sylvia Edwards City Clerk
City of Corona, California

(SEAL)