



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: 06/09/2020

** = Mandatory, information must be provided*

or Procurement Director Award ☐

***Contractor/Vendor Name/Grantor (DBA):**

Innovative Interfaces, Inc.

***Project Title/Description:**

Sierra Subscription & Hosted Services

***Purpose:**

Amendment of Award: Master Agreement No. MA-PO-16-378, Amendment No. 02. This Amendment is for a one-time increase in the amount of \$50,000.00 for a cumulative not-to-exceed contract amount of \$1,300,000.00. This increase is for the purchase of additional features/modules and installation services to upgrade to the Sierra Success Bundle Service. Administering Department: Pima County Public Library.

***Procurement Method:**

Pursuant to Pima County Procurement Code 11.12.050, Sole source procurement, on June 21, 2016, the Board of Supervisors approved an award of contract for a term of five (5) years in the not-to-exceed amount of \$1,250,000.00.

On October 04, 2019, the Procurement Director approved Amendment No. 01. expanding the use of the Software to include information related to library catalogues of the Tucson Museum of Art and the Arizona Superior Court in Pima County Law Library.

PRCUID: 212788

Attachment: Contract Amendment No. 02.

***Program Goals/Predicted Outcomes:**

Upgrade to current Millennium integrated library system.

***Public Benefit:**

Significant cost savings in reduced staff time and consistent service.

***Metrics Available to Measure Performance:**

Improved data synchronization and delivery time.

***Retroactive:**

No.

To: COB 5-22-2020(1)

Vers: 10

Pgs: 7

Revised 8/2017

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____

Effective Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____

☐ Expense Amount: \$* _____ ☐ Revenue Amount: \$ _____***Funding Source(s) required:**Funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No***Is the Contract to a vendor or subrecipient?**Were insurance or indemnity clauses modified? ☐ Yes ☐ No

If Yes, attach Risk's approval

Vendor is using a Social Security Number? ☐ Yes ☐ No

If Yes, attach the required form per Administrative Procedure 22-73.

Amendment / Revised Award Information

Document Type: MA _____ Department Code: PO _____ Contract Number (i.e., 15-123): 16-378

Amendment No.: 02 _____ AMS Version No.: 10 _____

Effective Date: 06/09/2020 _____ New Termination Date: _____

Prior Contract No. (Synergen/CMS): _____

☒ Expense or ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 50,000.00Is there revenue included? ☐ Yes ☒ No If Yes \$ _____***Funding Source(s) required:** Library District FundFunding from General Fund? ☐ Yes ☒ No If Yes \$ _____ % _____**Grant/Amendment Information** (for grants acceptance and awards) ☐ Award ☐ Amendment

Document Type: _____ Department Code: _____ Grant Number (i.e., 15-123): _____

Effective Date: _____ Termination Date: _____ Amendment Number: _____

☐ Match Amount: \$ _____ ☐ Revenue Amount: \$ _____***All Funding Source(s) required:***Match funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____*Match funding from other sources? ☐ Yes ☐ No If Yes \$ _____ % _____

*Funding Source: _____

***If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?**Contact: Troy McMaster, Procurement Officer *Troy McMaster* Division Manager: *[Signature]* 5/11/20Department: Procurement *Maggs* 5/11/2020 Telephone: 520.724.8728Department Director Signature/Date: *Charles L. Mathewson* 5-19-2020

Deputy County Administrator Signature/Date: _____

County Administrator Signature/Date: *C. DeLaney* 5/22/20
(Required for Board Agenda/Addendum Items)

Pima County Public Library

Project: Sierra Subscription and Hosted Services

Contractor: Innovative Interfaces, Inc.

PO Box 7849

San Francisco, CA 94120-7849

512-945-9048

Contract No.: MA-PO-16-378

Contract Amendment No.: Two (02)

Orig. Contract Term:	06/21/2016 - 06/21/2021	Orig. Amount:	\$1,250,000.00
Termination Date Prior Amendment:	06/21/2021	Prior Amendments Amount:	\$ 0.00
Termination Date This Amendment:	06/21/2021	This Amendment Amount:	\$ 50,000.00
		Revised Total Amount:	\$1,300,000.00

CONTRACT AMENDMENT

The parties agree to amend the above-referenced contract as follows:

1. Background and Purpose.

1.1. Background.

1.1.1 On 6/21/16, the Pima County Free Library District ("County") and Innovative Interfaces, Inc. ("Contractor") entered into the above referenced contract for software subscription and hosted services for library operations ("the Software").

1.1.2 On 10/1/19, the parties agreed to amend the contract to allow County to expand County's Sierra license to include the library collections of the Museum of Art ("Museum") and the Arizona Superior Court in Pima County Law Library ("Court").

1.2. Purpose.

1.2.1 County wishes to purchase additional features/modules and installation services to upgrade to the Sierra Success Bundle Service.

1.2.2 County wishes to increase the contract amount to allow for payment for the upgrade to the Sierra Success Bundle Service.

2. Software Subscription and Hosted Services Agreement, Attachment 1, is hereby modify as follows:

2.1 Section 3.0, Software, **ADD** the software listed in Schedule B-1: Sierra Success Bundle Service (2 pages).

2.2 Section 8.00, Payment, **ADD** Schedule B-1.F, which includes fee and payment terms including those for additional Change Requests, and **ADD** Schedule C-1: Payment Fee Schedule (3 pages), which changes the payment amount for Year 5

Contract No.: MA-PO-16-378

Subscription Fees and adds the fees for the installation of the new features/modules listed in Schedule B-1.

3. **Standard Terms and Conditions**, Section 2.A, increase the not-to-exceed contract amount by \$50,000.00. County's total payments to Contractor under this contract, including any sales taxes, will not exceed \$1,300,000.00.

The effective date of this Amendment is June 9, 2020.

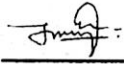
All other provisions of the Contract not specifically changed by this Amendment remain in effect and are binding upon the parties.

**PIMA COUNTY FREE
LIBRARY DISTRICT**

By _____
Chair, Board of Directors

Date

Innovative Interfaces, Inc.



Authorized Officer Signature

Akin Adekeye EVP & General Counsel

Printed Name and Title

May 9, 2020

Date

ATTEST

Clerk of the Board

Date

APPROVED AS TO FORM



Stacey Roseberry, Deputy County Attorney

Date

Schedule B-1: Sierra Success Bundle Service (2 pages)

A. Purpose of this Statement of Work

The SOW provides an overview of the scope of the project and fees to complete the engagement based on Innovative's prior experience with similar projects and preliminary discussions with Client. The Client hereby acknowledges that the SOW is not meant to capture all detailed requirements but documents the high level requirements and implementation approach discussed and that additional detailed requirements discussions will be required to outline the full scope of work between the Parties.

B. Project Scope of Services

The Scope of the project includes the following set of professional services:

1) Sierra Success Bundle Upgrade Service

- a) The client has requested that the following new features/modules be installed as part of their Success Bundle Upgrade:
 - o EDI Ordering & Invoicing
 - o SMS Alerts
 - o Scheduler

C. Innovative Services Team

The Services Team will have the following resources available in support of this project:

- 1) Project Manager: Project Managers have years of project management experience and have implemented library migrations for many libraries.
- 2) System Engineers work with the Library on ILS setup and configuration as well as installations.

D. Client Implementation Team

- 1) Project Manager – Works directly with the Services Team Project Manager to ensure that risks are mitigated, appropriate communications is achieved and milestones are met. Works with Services Team Project Manager to coordinate work plans, schedules, and teams' work. Will manage day-to-day operational aspects and ensure deliverables are met. Responsible for Project status reporting and Executive communications.
- 2) Librarian Lead – Works closely with Project Managers to ensure requirements are comprehensive and representative of the needs of the library. The Librarian Lead will coordinate with key members of the team as required.
- 3) Technical Lead - Will be responsible for assisting with Client responsibilities related to server access as well as any other system level duties required by Client

E. Implementation Assumptions

- 1. Timeline for the completion of this project will be established, through joint planning conversations between the client and Innovative during the initial stage of the project.
- 2. Client will provide a technical point of contact who is able to provide, or coordinate access to, necessary information and library resources. This includes information related to server

Contract No.: MA-PO-16-378

3

access, collecting and providing any prerequisite information required to support installation and configuration of software, and other needs that may arise during the project.

3. Client will have adequate resources available to ensure timely completion of any library tasks outlined in the project schedule.
4. In the event that the customer wishes to add a Success bundle feature/module not included in this Statement of Work, Services fees in effect at the time will apply.

F. Fees and Payment Terms

Fees for Services delivered under this SOW will be charged on a fixed price basis as set forth in the Innovative Pricing Schedule C-1 attached herewith and are made in good faith based on the activities, approach, and assumptions contained within the SOW. Payment terms for this SOW are as set forth in the Pricing Schedule. Any additional Change Requests will be performed at a blended rate of \$200 per hour for all resources. Additionally, Client is responsible for all reasonable out-of-pocket costs and expenses incurred during this SOW. Pricing assumes that deliverables in this Statement of Work are completed within six months or additional Services fees will apply.

Schedule C-1: Payment Fee Schedule (3 pages)



Innovative Interfaces Incorporated
1900 Powell St.
Suite 400
Emeryville CA 94608
United States

Date 12/20/2019
Quote # EST-INC11232
Payment Terms Net 30
Overall Contract Term (Months) 12
Contract Start Date
Contract End Date
Sales Rep Melanie McRee
Site Code tuc
Expires 6/30/2020

Bill To

Pima County Public Library
Administrative Services Manager
101 North Stone Avenue, 4th Floor
Tucson AZ 85701
United States

Ship To

Pima County Public Library
Administrative Services Manager
101 North Stone Avenue, 4th Floor
Tucson AZ 85701
United States

Currency

US Dollar

Item	Item Category	Qty	Description	Options	Original Rate	Discounted ...	Amount
Sierra Success Bundle - Public		1	Sierra Public Success Bundle Sierra is an integrated library system solution to manage physical and digital resources and library patron accounts. Combines library operational workflows with open architecture and APIs for integration with external systems. Cloud hosted solution with web interface. Supports staff tasks and patron access services. Public Success Bundle includes Core Bundle functionality and adds: Discovery (Encore); Homebound; Mobile Worklists & Mobile Patron App (MyLibrary!); Analytics (Decision Center); up to 5 SIP2 licenses; Support for PCI-compliant e-Commerce; ERM w/ KB; Classic & RESTful APIs.				265,000.00
Staff User Licenses	License - Term	211	Current Sierra Staff Users			0.00	0.00
Sierra Self Check Stations	License - Term	60	Current Express Lane licenses (5 included in Success; total = 65)			0.00	0.00
SIP2 Interface	License - Term	13	Current SIP2 interface licenses (5 included in bundle; total = 18)			0.00	0.00
Web OPAC Menus (Languages)	License - Term	1	Current Web OPAC Menus (Languages)	Language s: Spanish		0.00	0.00
Kids Online	License - Term	1	Current Kids Online			0.00	0.00
Add Associate or Affiliate Library	License - Term	1	Current Add Associate or Affiliate Library Subscription			0.00	0.00
Sierra Classic Collection Agency Subscription	License - Term	1	Current Classic Collection Agency Interface t.			0.00	0.00
Teleforms - Additional Messages	License - Term	1	Current Sierra Teleforms - 4 Lines; 2 Messages			0.00	0.00



Innovative Interfaces Incorporated
1900 Powell St.
Suite 400
Emeryville CA 94608
United States

Date
Quote #

12/20/2019
EST-INC11232

Item	Item Category	Qty	Description	Options	Original Rate	Discounted ...	Amount

Total Fees US\$265,000.00



Innovative Interfaces Incorporated
1900 Powell St.
Suite 400
Emeryville CA 94608
United States

Date
Quote #

12/20/2019
EST-INC11233

Payment Terms
Sales Rep
Technical Contact
Site Code
Expires

Net 30
Melanie McRee
CU0781 Pima County Public Library
tuc
6/30/2020

Bill To

Pima County Public Library
Administrative Services Manager
101 North Stone Avenue, 4th Floor
Tucson AZ 85701
United States

Ship To

Pima County Public Library
Administrative Services Manager
101 North Stone Avenue, 4th Floor
Tucson AZ 85701
United States

Currency

US Dollar

Item	Item Category	Qty	Description	Options	Original Rate	Discounted Rate	Amount
Sierra Success Bundle Upgrade Services	Services	1	Sierra Success Bundle Upgrade Services - EDI Ordering & Invoicing, SMS, and Scheduler			1,403.00	1,403.00

Total Fees US\$1,403.00