

CLACKAMAS COUNTY BOARD OF COUNTY COMMISSIONERS
Sitting/Acting as (if applicable)
Policy Session Worksheet

Presentation Date: 9/6/2016 **Approx Start Time:** 2:00 p.m. **Approx Length:** 30 minutes

Presentation Title: RFID (Radio Frequency Identification) Informational Session

Department: Business & Community Services – Library Network

Presenters: Greg Williams, Library Network Manager

Other Invitees: Laura Zentner, BCS Deputy Director
Gary Barth, BCS Director
George Marlton, Procurement Division Director

WHAT ACTION ARE YOU REQUESTING FROM THE BOARD?

No action is being requested from the Board at this time. This is an informational session to familiarize the Board with the LINCC (Libraries in Clackamas County) RFID (Radio Frequency Identification) implementation project, and to provide information in preparation for future procurement and contracting actions.

EXECUTIVE SUMMARY:

LINCC libraries and BCS Library Network are currently working on a cooperative project to implement RFID (Radio Frequency Identification) technology across the entire Library District. When complete, the project should enhance numerous aspects of the patron circulation experience, streamline the flow of materials between and within libraries, and offer libraries new opportunities for process improvement and collection security.

FINANCIAL IMPLICATIONS (current year and ongoing):

Is this item in your current budget? YES NO

What is the cost? \$ The fiscal year 2016/2017 estimated project cost is \$1.8 Million. In addition, we estimate ongoing maintenance costs of \$180,000. The County will be reimbursed by Library Cities for a significant portion of these costs. We estimate up to \$700,000 of the initial costs will be expended by BCS Library Network, funded by cost savings and reserves. More detailed information will be provided as the procurement/contracting process proceeds.

What is the funding source? Library Network budget.

STRATEGIC PLAN ALIGNMENT:

- **How does this item align with your Department's Strategic Business Plan goals?**

Grow a Vibrant Economy – Libraries play a vital role in supporting and developing local economies.

Build a Strong Infrastructure – The project will provide libraries with the modern infrastructure needed to deliver services which can meet the changing needs and expectations of citizens.

- **How does this item align with the County's Performance Clackamas goals?**

Grow a Vibrant Economy – Libraries play a vital role in supporting and developing local economies.

Build a Strong Infrastructure – The project will provide libraries with the modern infrastructure needed to deliver services which can meet the changing needs and expectations of citizens.

LEGAL/POLICY REQUIREMENTS:

Earlier in the year, Library Network conducted a *Request for Information* process to determine the availability of different solutions that may be compatible with existing software/equipment and would meet the needs of the LINCC Libraries and the Library Network. Through that process, we learned that only select vendors provide RFID and AMH solutions that are compatible with existing systems and provide required functionality. The other solutions offered may not be compatible with existing systems and may not provide required functionality. In addition, ensuring compatibility with these other solutions would likely be operationally and financially unfeasible. Library Network is coordinating with the Procurement Division to ensure that all procurement and contract policies will be followed.

PUBLIC/GOVERNMENTAL PARTICIPATION:

The RFID implementation project is a cooperative effort between Clackamas County and the partner cities within the Library District. Participation by the members of the Library District has been essential to ensure that the solution meets differing operational and budgetary needs.

OPTIONS: NA – Informational session only.

RECOMMENDATION: Informational session only.

ATTACHMENTS:

- Final Report – Radio Frequency Identification (RFID) and Automated Materials Handling (AMH) Consultation (Galecia Group, June 7, 2016)
- LINCC RFID/AMH Implementation Project Summary
- RFID Project Update (PowerPoint slides)

SUBMITTED BY:

Division Director/Head Approval _____

Department Director/Head Approval _____

County Administrator Approval _____

<p>For information on this issue or copies of attachments, please contact Greg Williams @ 503-723-4889.</p>
