REPORT TO: **LEISURE, ARTS AND COMMUNITIES COMMITTEE**

REPORT ON: **REPLACEMENT LIBRARY MANAGEMENT SYSTEM**

REPORT BY: **DIRECTOR OF LEISURE AND COMMUNITIES**

REPORT NO: **491-2007**

1.0   PURPOSE OF REPORT

1.1   This report details the tenders received for the supply, delivery and ongoing support of a Library Management System and requests a decision on acceptance of the same.

2.0   RECOMMENDATIONS

2.1   Approval is recommended for the acceptance of the tender submitted by CIVICA UK LTD.

3.0   FINANCIAL IMPLICATIONS

3.1   The Expenditure can be contained within the Corporate ICT Capital Bid 2007/08 and the Leisure and Communities Department's Revenue Budget 2007-08.

4.0   TENDER REPORT

4.1   The tender concerns the procurement of a Library Management System which will have improved functionality and a more intuitive user interface. The system will provide economies of operation and will deliver a more integrated service for the library users.

4.2   Five Library Management System suppliers were invited to submit a tender. All five suppliers returned tender documents and are detailed as follows:

Supplier	**Costs Over 5 Years**
CIVICA UK LTD	£204,000.00
DS LTD	£275,176.00
INFOR GLOBAL SOLUTIONS	£142,047.00
SIRSIDYNIX	£224,055.00
TALIS INFORMATION LTD	£173,750.00

4.3   The tenders were evaluated using a pre-determined list of criteria and the recommended system is the only solution which matches all the essential criteria.

4.4   It is recommended that the offer from CIVICA UK LTD is accepted.

5.0   JUSTIFICATION

5.1   The systems offered by the four other companies did not meet the essential requirement for a library management system, as measured against a set of pre-determined criteria, including the following:

- **Technical Requirements**

  DS and INFOR systems are not fully compatible with the Council's Corporate ICT platform. This incompatibility means Disaster Recovery and Business Continuity Plans are more costly and technically challenging to implement. In the event of technical failure, system downtime for a public facing service will be extended.

- **Appearance and Functionality**

  The appearance and functionality of TALIS and DS systems failed to meet the requirements for an enhanced interface for the public. Certain essential requirements for a web-based library catalogue are not currently available from TALIS. Additional functionality is offered as standard with the CIVICA system.

  The look and feel and general product operation of the TALIS system does not meet the requirements to the level offered by CIVICA. The SIRSIDYNIX system requires considerable staff skills and time to maximise and exploit the system.

- **Migration and Conversion of Data**

  TALIS stated that there would be system downtime in the course of data conversion which concerned IT Department and also a requirement to run down certain elements of the library's operations which would be extremely detrimental to the library service for both public and staff.

  SIRSIDYNIX and TALIS do not have recent experience of migration of data from DS which is a major consideration due to the tight timescale of the project.

- **Cost**

  The total cost of ownership over a 5 year period for these systems did not meet requirements. In the case of TALIS, DS and SIRSIDYNIX, essential modules are an additional cost, in some cases future upgrades incur a cost and additional annual maintenance charges are incurred over and above the basic annual maintenance charge.

5.2   The supplier of our current library management system, DS Ltd, has particularly high annual maintenance charges. This offer presents a saving over this period of £100,000.00 on annual maintenance charges incurred from the current supplier, DS LTD.

6.0   POLICY IMPLICATIONS

6.1   This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty and Equality Impact Assessment and Risk Management.

7.0 CONSULTATIONS

7.1 The Chief Executive, Depute Chief Executive (Support Services), Depute Chief Executive (Finance), Head of Finance and Head of Information Technology have been consulted in the preparation of this report.

8.0 BACKGROUND PAPERS

8.1 None.

To enable the project to be progressed in the required timescale, approval was given by the Director of Leisure and Communities, in consultation with the Convener of the Leisure, Arts and Communities Committee and Group Spokespersons.

Signed: .... **Date:** ....
 Convener, Leisure Arts and Communities Committee

Signed: .... **Date:** ....
 Spokesperson, Liberal Democrats

Signed: .... **Date:** ....
 Spokesperson, SNP

Signed: .... **Date:** ....
 Spokesperson, Conservatives

Signed: .... **Date:** ....
 Director of Leisure and Communities