

**APPROVED****AI-37954****20. A. 5.****CC REGULAR****Meeting Date:** 05/07/2013**Submitted For:** Martha L. Salazar**Submitted By:**Vangie Garcia, PURCHASING  
DEPT.**Department:** PURCHASING DEPT.

## Information

## CAPTION

a. Acceptance and approval to amend the Sole Source Declaration with "The Library Corporation" as previously approved on 02/16/10 (AI#19873) following with additional approval on 08/24/10 (AI#22605) thus allowing for services to be rendered efficiently and effectively to the **Hidalgo County Library System** including the purchase of any future hardware, software maintenance, technical support/updates/licenses and any other pertinent related services through the life term of the equipment/software/hardware/maintenance /support services in place; and

b. Approval to pay through requisition #235197, the annual library software support, Dell Server Support, Dell Webserver Support, Library Solution License, OPAC Enrichment Renewal and Norton AV Renewal in connection to the purchases of the "Library Solution System and Automation System" (02/16/10-AI#19873) and "Library Solution Integrated Software Package" (01/17/12-AI#30424) as follow:

Invoice#2012090197-Library Solution Software Support and OPAC Enrichment Renewal-\$20,546.00

Invoice#2012122492-Norton AV Renewal-\$290.00

Invoice#201320173-Dell Server Support-Dell Webserver Support-Library Solution License-\$6,365.00

## BACKGROUND

NO DOCUMENTATION TO BE SIGNED.

## Fiscal Impact

FISCAL YEAR: 2013

ACCT. #: 3-1100-455-00-125-024-0-841

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

## BUDGETARY IMPACT:

Funds available as of 4/30/2013.

## Attachments

INVOICES

## Form Review

Inbox	Reviewed By	Date
Purchasing Department	Darlene Betancourt	04/25/2013 11:05 AM
Budget & Management	Angela Garcia	04/25/2013 01:27 PM
Obdett Calzada	Obdett Calzada	05/01/2013 04:12 PM
Auditor's Office	Monica Badillo	05/03/2013 05:16 PM
Form Started By: Vangie Garcia		Started On: 03/27/2013 11:33 AM
Final Approval Date: 05/03/2013		

**APPROVED****AI-30424****41. A. 0.****CC REGULAR****Meeting Date:** 01/17/2012**Submitted For:** Martha Salazar**Submitted By:** Vangie Garcia, PURCHASING DEPT.**Department:** PURCHASING DEPT.**Information****CAPTION**

✓ The following is the cost summary proposal for procurement of an additional software and service to the existing "Library Solution" System with The Library Corporation (as procured in 2007 by the Brownsville Public Library for participating members including the Hidalgo County Library System) in connection to the Penitas Public Library so as to allow the library to join and be compatible with Hidalgo County's Library System in place;

✓ a) Requesting exemption from competitive bidding requirements, Texas Local Government Code, 262.024 (a)(7)-'an item that can be obtained from only one source';

✓ b) approval of a "Sole Source Declaration" with The Library Corporation including the purchase of the Library•Solution Integrated Software Package in the amount of \$5,900.00 for the initial year and second (2nd) year costs in the amount of \$700.00.

**BACKGROUND****Fiscal Impact****FISCAL YEAR:** 2012**ACCT. #:** 2-1100-455-00-125-024-0-841**FUNDS AVAILABLE Y/N?:** Y**MATCHING FUNDS Y/N?:** N**BUDGETARY IMPACT:**

Funds available as of 1/6/12 \$237,140.25.

**Attachments**262.024(a)(7) Tex. Loc. Gov. CodeVendor's Sole Source Letter and Affidavit DocumentationCost Summary/ProposalDeclaration**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Purchasing Department	Darlene Betancourt	01/06/2012 09:06 AM
Budget & Management	Merlen P. Munoz	01/06/2012 10:00 AM
Erika Zamora	Erika Zamora	01/06/2012 02:54 PM
Purchasing Department	Darlene Betancourt	01/06/2012 09:06 AM
Budget & Management	Merlen P. Munoz	01/06/2012 10:00 AM
Erika Zamora	Erika Zamora	01/06/2012 02:54 PM
Auditor's Office		

Form Started By: Vangie Garcia

Started On: 01/05/2012 11:43 AM

Chapter 271.

(b) The requirements established by Subsection (a) apply to contracts for which payment will be made from current funds or bond funds or through time warrants. Contracts for which payments will be made through certificates of obligation are governed by The Certificate of Obligation Act of 1971 (Subchapter C, Chapter 271). Contracts for which payment will be made through anticipation notes are subject to the competitive bidding provisions of The Certificate of Obligation Act of 1971 (Subchapter C, Chapter 271) in the same manner as certificates of obligation.

(c) In applying the requirements established by Subsection (a), all separate, sequential, or component purchases of items ordered or purchased, with the intent of avoiding the requirements of this subchapter, from the same supplier by the same county officer, department, or institution are treated as if they are part of a single purchase and of a single contract. In applying this provision to the purchase of office supplies, separate purchases of supplies by an individual department are not considered to be part of a single purchase and single contract by the county if a specific intent to avoid the requirements of this subchapter is not present.

Acts 1987, 70th Leg., ch. 149, § 1, eff. Sept. 1, 1987. Amended by Acts 1989, 71st Leg., ch. 1, § 57(a), eff. Aug. 28, 1989; Acts 1989, 71st Leg., ch. 1250, § 9, eff. Sept. 1, 1989; Acts 1991, 72nd Leg., ch. 16, § 13.02(b), eff. Aug. 26, 1991; Acts 1993, 73rd Leg., ch. 757, § 13, 38, eff. Sept. 1, 1993; Acts 1997, 75th Leg., ch. 442, § 1, eff. Sept. 1, 1997; Acts 1999, 76th Leg., ch. 505, § 2, eff. Sept. 1, 1999; Acts 2001, 77th Leg., ch. 436, § 4, eff. May 28, 2001; Acts 2001, 77th Leg., ch. 1063, § 2, eff. Sept. 1, 2001; Acts 2001, 77th Leg., ch. 1409, § 4, eff. Sept. 1, 2001; Acts 2003, 78th Leg., ch. 1276, § 12.004, eff. Sept. 1, 2003.

§ 262.0235. PROCEDURES ADOPTED BY COUNTY PURCHASING AGENTS FOR ELECTRONIC BIDS OR PROPOSALS. The county purchasing agent, before receiving electronic bids or proposals, shall adopt rules in conformance with Section 262.011(o) to ensure the identification, security, and confidentiality of electronic bids or proposals.

Added by Acts 2001, 77th Leg., ch. 1063, § 3, eff. Sept. 1, 2001.

§ 262.024. DISCRETIONARY EXEMPTIONS. (a) A contract for the purchase of any of the following items is exempt from the requirement established by Section 262.023 if the commissioners court by order grants the exemption:

(1) an item that must be purchased in a case of public calamity if it is necessary to make the purchase promptly to relieve the necessity of the citizens or to preserve the property of the county;

(2) an item necessary to preserve or protect the public health or safety of the residents of the county;

(3) an item necessary because of unforeseen damage to public property;

(4) a personal or professional service;

(5) any individual work performed and paid for by the day, as the work progresses, provided that no individual is compensated under this subsection for more than 20 working days in any three month period;

(6) any land or right-of-way;

(7) an item that can be obtained from only one source,

including:

(A) items for which competition is precluded because of the existence of patents, copyrights, secret processes, or monopolies;

(B) films, manuscripts, or books;

(C) electric power, gas, water, and other utility

services; and



Hidalgo County Purchasing Department  
2812 S. Business Highway 281  
New Administration Building  
Edinburg, Texas 78539  
(956) 318-2626/ Fax: (956) 318-2629

## MEMORANDUM

### “SOLE SOURCE DECLARATION”

TO: Hidalgo County Commissioner’s Court

FROM: Martha L. Salazar, CPPB  
Hidalgo County Purchasing Agent

DATE: January 17, 2012

RE: “Sole Source Declaration” – Library Solution System

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The Library Corporation (“TLC”) is the current provider of the Hidalgo County Library System’s (“HCLS”) automation system the Library Solution System (“LSS”) which services all member libraries in Hidalgo County. This automation system (TLC’s-the Library Solution System”) was procured in 2007 by the City of Brownsville of which HCLS’s was a member and participant through an inter-local cooperation agreement. It has become necessary to upgrade the current automation system (TLC’s-LSS) so as to more efficiently and effectively render services to all the members of the Hidalgo County Library System.

Therefore, Hidalgo County Library requires the purchase of these proprietary components under the “Library Solution System (i.e. library solution integrated software package, services) from the sole source vendor and owner of the (LSS), The Library Corporation.



December 30, 2011

Hidalgo County  
Attn: Purchasing Department  
2812 S Highway Bus. 281  
Edinburg, TX 78539

**Library-Solution**

This letter is to acknowledge that The Library Corporation solely manufactures the **Library-Solution®** databases. The compression code used for the records found in our databases is a proprietary one, exclusive to The Library Corporation.

The Library Corporation is the sole source for licensing and support of the above products.

Sincerely,

A handwritten signature in black ink, appearing to read "Calvin Whittington". The signature is fluid and cursive, written over a light blue horizontal line.

Calvin Whittington  
Director of Finance

**HIDALGO COUNTY PURCHASING DEPARTMENT  
SOLE SOURCE AFFIDAVIT**

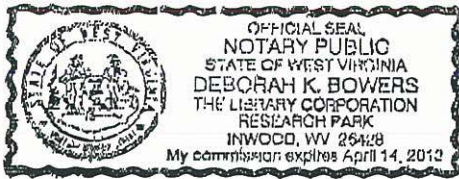
**THIS IS AN OFFICIAL PURCHASING DOCUMENT-RETAIN WITH PURCHASE ORDER**

Before me, the undersigned official, on this day, personally appeared Calvin Whittington  
A person known to me to be the person whose signature appears below, whom after being duly sworn upon his/her oath deposed and said:

1. My name is Calvin Whittington. I am over the age of 18, have never been convicted of crime and am competent to make this affidavit.
2. I am an authorized representative of the following company or firm: The Library Corporation
3. The above named company or firm is the sole source for the following item(s), product(s) or services(s):  
Library Solution Integrated Software Package
4. Competition in providing the above named item(s) product(s), service(s) is precluded by the existence of a patent copyright, secret process or monopoly as stated under Section 262.024(a)(7)(A), of the Local Government Code. Also, attached hereto is a sole source letter which sets forth the reasons why this Vendor is a sole source provider (dated and signed).
5. There is/are no other like item(s) or product(s) available for purchase that would serve the same purpose or function.
6. **Note.** This Vendor understands that by providing false information on this Sole Source Affidavit, it may be considered a non-responsible Vendor on this and future purchases and may result in discontinuations of any/all business with Hidalgo County.

Signature Calvin Whittington

SWORN AND SUBSCRIBED TO under oath before me on 30 day of December, 2011.



Deborah K Bowers  
NOTARY PUBLIC  
Deborah K Bowers  
PRINTED NAME  
April 14 2013  
MY COMMISSION EXPIRES

COMPANY NAME: The Library Corporation  
 ADDRESS, CITY, STATE & ZIP CODE: Research Park, Inwood, WV 25428  
 PHONE NUMBER: 304-229-7809  
 CONTACT NAME AND TITLE: Calvin Whittington Director of Finance  
 WEB ADDRESS: Tacdelivers.com EMAIL: Cwhittington@tacdelivers.com  
 FEDERAL TAX ID NUMBER: 52-1043428 TEXAS SALES TAX NUMBER: 15210434286

## Cost Summary for Penitas Public Library to join Hidalgo County Library System

Library Sites	1
Technical Services Stations	1
Public Access Catalog Stations	Unlimited
Bibliographic Records	6,000

	<b>1st Year</b>	<b>2nd Year</b>
	<b>Costs</b>	<b>Costs*</b>
<b>Software:</b>		
Library•Solution Integrated Software Package	\$ 3,500.00	\$ 700.00
LS2 Staff	Included	Included
LS2 PAC	Included	Included
LS2 Kids	Included	Included
LS2 Mobile	Included	Included
Library•Z (Z39.50 server)	Included	Included
Oracle Database Licensing	Included	Included
Reports Manager (one user license per site)	Included	Included
<b>Services:</b>		
<b>Data Preparation (\$.20/rec)</b>	\$ 1,200.00	
AuthorityWorks: Authority Control Processing and Automatic Updates	Included	Included
<b>Installation</b>	\$ 1,200.00	
<b>Total 1st Year Costs</b>	<b>\$ 5,900.00</b>	
<b>Total 2nd Year Costs</b>		<b>\$ 700.00</b>

*The costs in this proposal are guaranteed for 30 days. Additional costs may apply for installation if hardware is not purchased from TLC.*

Annual support after year 2 will not increase more than 5% per year.

Payment terms are 25% at time of order with remainder due net 30 following installation.

This summary is not derived from our GSA pricing as it is for the addition of a location to an existing GSA contracted system. The subsequent addition of a site is not part of our GSA pricing. Since this is an addition to an existing system, the software, installation and data prep services are only compatible with an existing TLC system and should therefore be considered as conforming to the requirements of a sole source purchase.

## Library•Solution® Software

The Library•Solution Integrated Software Package includes:

- Oracle database licensing
- Integrated Authority Control with access to national authority files
- Cataloging with Z39.50 client and Cataloger's Reference Shelf
- Circulation with inventory control
- Public Access Catalog with web access. Includes unlimited OPAC licensing
- Customized **YouSeeMore™** patron interface with library defined site layout, best-seller and hot item lists, Ready Reference page, and calendar

Also included are:

- software support for the first year, including software enhancements and full help desk access from 7:30 a.m. to 9:00 p.m. Eastern Time, Monday through Friday. After hours support is available 24 hours a day, 7 days a week at no additional charge.
- *the LC MARC English bibliographic record backfile and access to LC Authority files (Names and Subjects) and National subject authority files for LC Children's Subjects, Sears, and MeSH (Medical Subject Headings).*
- *Indexed help is found throughout each module. The Cataloging module includes context sensitive help with access to AACR2 cataloging rules. Press the F1 key in any MARC field and the AACR2 cataloging rules for that field populate.*

Library•Z (Z39.50 server module)

**Cost** .....Included

**LS2 Staff (web based circulation)** LS2 Staff combines core circulation functionality with the convenience of a web-based product. Because LS2 Staff is web-based, there's no need to install everything before deploying the product in your library: at the Circulation desk, on the library floor, in the bookmobile, or any other area with internet access. Features Include:

- Color schemes ("skins") that you can choose from and easily change out;
- East of use: LS2 Staff requires minimal training for staff or even volunteers;
- Automatic updates: When your TLC system is upgraded, your workstations will automatically have access to all new features;
- LS2 Staff is easy on your library's budget, because LS2 Staff is web-based, hardware upgrades are usually not required.

The screenshot displays the LS2 Staff web interface for a borrower named Gerry Davies. At the top left, there is a profile picture of Gerry Davies and his name. To the right of the name is the ID number 31113000162887. Below the name, it says "Decent Chap". To the right of the ID, there are two status indicators: "Account Balance" with a red stop sign icon and "Relationship Block" with a red stop sign icon. Below these, there is a yellow triangle icon and the text "Arrived Request".

Below the profile picture, there is a table of borrower statistics:

Borrower Type	In library district.	Requests Arrived	1
Items Overdue	0	Requests Pending	10
Items Out	2	Resp. Party	Davies, Dena Renee
Balance	! \$10.85		

On the left side of the interface, there are several buttons: "Check Out" (F2), "Requests" (F6), "Charges", "Borrower Info" (highlighted in green), and "Check In" (F3).

The main section is titled "Borrower Info" and has tabs for "Basic Info", "Extra Info", "Notifications", and "Loan History". The "Basic Info" tab is selected. It contains a form with the following fields:

Name				
Last *	First	Middle	Suffix	Title
Davies	Gerry			
Home *	Washington			
Type *	In library district.	Exp. Date *	01/03/2012	
ID *	31113000162887	Alt ID	1205	
PIN	••••			
Status	Good			
Gender	Male			
D.O.B.	10	/	3	/ 1959
Resp. Party	Dena Davies			

On the right side of the "Basic Info" tab, there is a "Contact Info" section with the following fields:

Address 1	Address 2
Address	608 Greenbriar Drive.
City	Brandon
State	FL
Zip Code	33511
Primary Phone	813.661.2226
Secondary Phone	813.482.8181
<input type="checkbox"/> Address Correction Request	
E-mail	gdavies@tlcdelivers.c

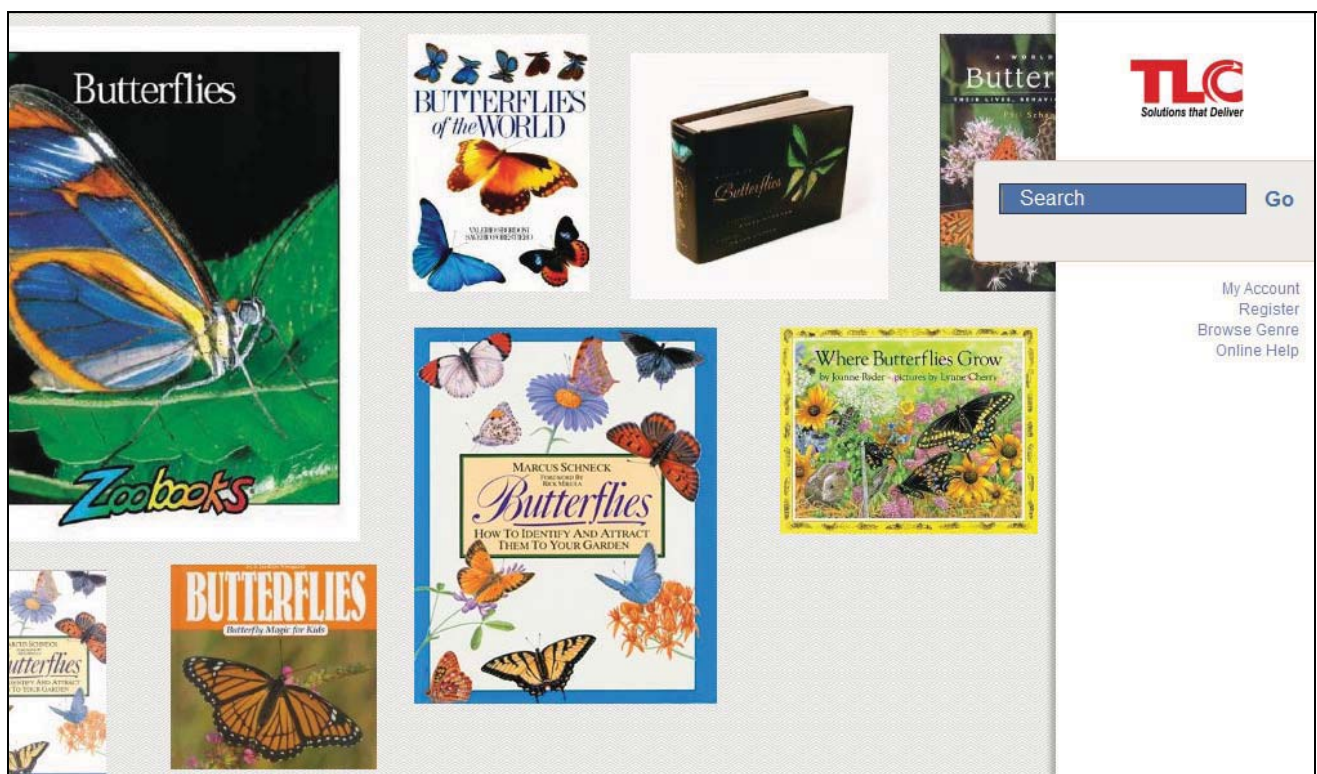
At the bottom of the "Basic Info" tab, there is a "Remove" button.

## LS2 PAC

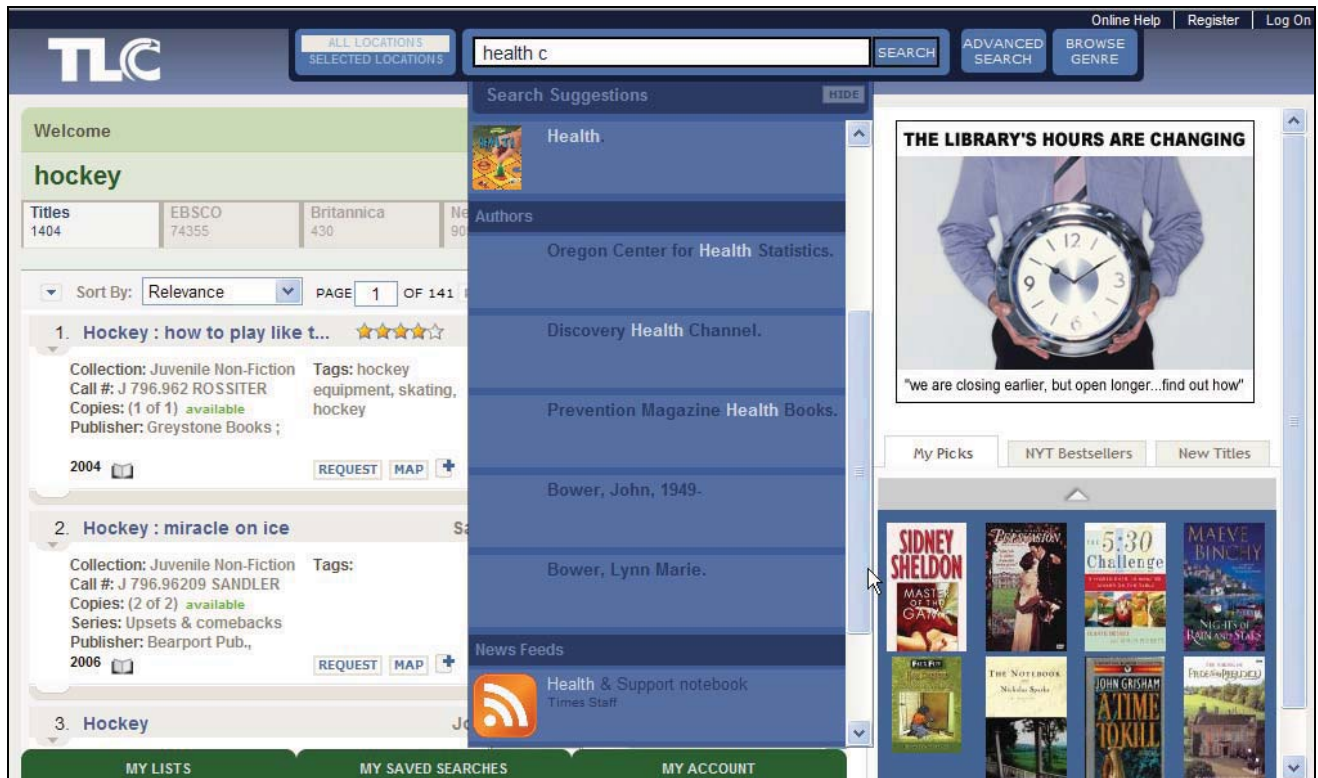
LS2 PAC for the Library•Solution® integrated library system (ILS) is an exciting, flexible, multi-application platform that merges library automation with the user-friendly amenities of Web 2.0.

LS2 PAC is beautiful software that boasts the Book River, an eye-catching representation of a library's titles, as well as RSS news feeds that highlight current events and related library books; maps that show where items are located within a library; federated searching of in-house and online content; integrated searching of subscription databases; and much more, including:

- Book jacket, CD cover and DVD cover art included
- List creation and sharing capabilities
- Patron ratings, reviews, and search tags
- Faceted, manageable search results ranked by relevancy
- Customized display of search results
- Genre browsing
- Smart promotion window
- Administrative access to custom-published lists for display case
- Patron recommendations based on ratings (coming soon)



TLC Proprietary/Confidential



Click below for a short flash presentation (upper right corner) and PDF download (bottom center).  
<http://www.LS2delivers.com>

### LS2 Kids

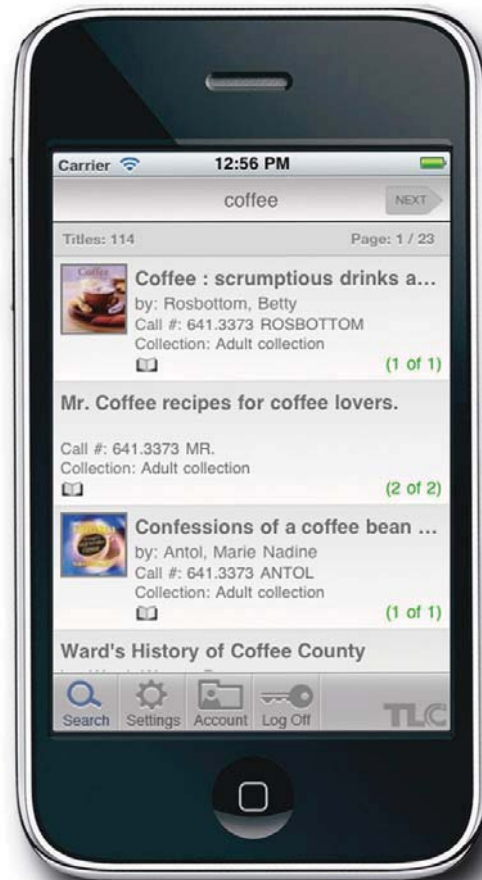
The child-friendly version of TLC's successful LS2 PAC, LS2 Kids contains the same technology with new features oriented to young library users including:

- A pre-defined list of popular titles
- An interactive title display,
- A category wheel offering dozens of subject areas from math and reading to cats and scary stories.



### LS2 Mobile

LS2 Mobile, a smart-phone interface that allows people to connect with their library using any mobile or Wi-Fi Internet service. LS2 Mobile can search a library's entire catalog and reserve titles that a borrower can pick up at a more convenient time. Additionally, users can check their account balances and, if they've had a change of heart, cancel holds on previously reserved titles.



## **Data Preparation**

All data analysis, data normalization, and migration is performed by TLC staff at our central headquarters; no work is sub-contracted. Data preparation includes conversion of your transaction (fines, holds, reserves, checkouts) and patron files. This applies to migration of MARC records with a consistent holdings field. Holdings field must include at a minimum a code signifying item location or collection, and a barcode or other unique item ID number. Additional costs may be incurred if the MARC data does not meet the above conditions.

NOTE: TLC has successfully imported extracted bibliographic MARC, holdings, patron and transaction data from most other legacy library automation systems into our system. Because of our experience with so many systems, we can offer guidance or refer you to an informed TLC customer for help in extracting your own data. In the rare instance that a library is unable to extract its own data, it may be necessary to have the legacy vendor extract this data. It has been our experience that these vendors will negotiate a fee for this service.

There are a few vendors whose transaction data is in proprietary format and cannot be converted by any vendor.

# Automatic Authority Control

**Authority Control**.....Included

English is a living language that is constantly updated in dictionaries and through library catalog headings. Keeping headings up to date enables patrons to find materials using current terminology.

Standardized headings also guarantee that a patron searching for a particular topic will find *all* of your books on that topic – not just some of them.

**Problem:**

You just don't have the time to constantly update your MARC records. It's time consuming and expensive to stay up-to-date with current changes.

**Solution:**

TLC's Library**Solution** includes at no additional charge:

1. Authority Control at Implementation
  - This process cleans up your records and makes them consistent.
2. Automatic Updating
  - System checks for updates weekly and *automatically* fixes the records in your catalog.
3. Ongoing Access
  - TLC's proposal includes ongoing access to the national authority files.
4. Global Updating
  - Authorized staff can instantly update *all* MARC records with a new heading.

## Installation

TLC will provide onsite installation of Library•**Solution** software and TLC-supplied hardware at the Library. Installation charges are based on the assumption that the Library has all Technical Services workstations loaded with Windows 2000 with Service Pack 2, Windows XP with Service Pack 2, Windows Vista, or Windows 7. They are to be installed and operational prior to the arrival of TLC's installation crew. "Installed and operational" means that the appropriate operating system is running and functioning, the network, with TCP/IP loaded, is in place, and each workstation can map and access the datasever on the network. (You should be able to copy a file from the mapped drive to the local drive on each workstation.) The PAC stations must also be installed and operational networked computers with Internet browsers loaded.

If hardware is purchased separately, there may be additional installation charges.

TLC Support will need the ability to access your network for diagnostic purposes using either a phone line or Internet connection to your server.

For multi-site configurations, TLC will require connectivity from the main library to each branch. A variety of connection options are available. We recommend you consult with a TLC systems engineer regarding the specifics of your system before planning your network or contacting your Internet Service Provider. You can also check with your state library or local Internet provider for options. Although TLC does not set up telecommunications for library automation systems, we would be happy to work with your telecommunications provider to ensure that your facilities meet the recommended specifications for Library•**Solution**.

Each network outlet is to be within ten feet of the computer site. There should also be a 110 volt power outlet within ten feet of each computer.

The authorized contact person for the library system should be on site at the time of installation.

If you have any questions about these requirements, please call TLC immediately. These requirements are absolutely necessary to ensure a smooth implementation and to prevent additional installation charges from being incurred.

*NOTE: A Technical Services Workstation is defined as a station designated for Cataloging, Circulation, Acquisitions, or Serials Control use.*

## Training

Training includes the following:

- three days of onsite, formal training for one TLC trainer to train up to 10 library staff per session at a single location to be determined by the library and TLC
- one day of onsite assistance immediately following formal training for TLC trainer to answer questions and assist staff as they work with the new system
- all expenses

TLC suggests formal training at your Library location. Training should be conducted when the Library is closed or, if closure is not possible; the training should take place in a room away from the patrons.

This room should be capable of holding up to 10 persons and contain at least five Library•**Solution** computers with all software modules installed. It is preferable that staff not be disturbed during the training session.

Additional training sessions can be held onsite at a cost of \$1,500 per day (minimum two days) per TLC trainer for every 10 people to be trained.

Training is also available at TLC's corporate headquarters in Inwood, West Virginia. We require that the initial training be conducted at your main location so that your staff is trained on your actual system. Any additional training, such as training of new staff or annual "refresher" training can be conducted at TLC. Your annual support cost includes one free day of training per quarter at TLC. Additional days of training at TLC are available at \$750 per day. TLC's training facility can accommodate up to six trainees per session.

*OPTIONAL: Library•**Solution** Administrative Consultation consists of two days of instruction that familiarizes select administrative personnel with the Library•**Solution** core components, and enables TLC and your staff to develop the workflow procedures, circulation rules and a customized Core Training Schedule that will best suit the needs of your library.*

*OPTIONAL: TLC has found that it is often useful to provide 2 days of follow-up training 3-6 weeks after installation. This time can be used to answer questions from library staff, resolve any outstanding issues, and to provide any additional training necessary. This training is available for \$1,500 per day.*

*OPTIONAL: Remote followup training consists of two (2) four (4) hour sessions of remote training to be utilized at the discretion of the library.*

## Leasing

The Library Corporation is proud to provide a lease purchase program to help you get the library automation solution that you need *Right Now!*

The Library Corporation in cooperation with Government Leasing Company has developed a program just for you. It is called Municipal Leasing.

Municipal Lease Purchase Financing for government agencies takes advantage of Internal Revenue Service rules declaring interest income derived from lease purchase financing to be exempt from Federal, and sometimes State, income tax. Because of this tax exemption, interest rates are significantly lower than commercial finance rates.

The library will own the equipment at the end of the term with a \$1.00 Buyout; there is no residual such as Future Market Value or 10%.

In most jurisdictions, the authority of a library administrator to enter into debt or obligation of future funds is severely limited. For this reason, the Municipal Lease Purchase program includes a Non-Appropriation clause which specifies that the lease may be terminated in the event funds are not available in subsequent fiscal years. This allows funds to be used from the operating budget to purchase equipment through a lease purchase finance program without having to go through the lengthy and costly process of issuing bonds and getting voter approval.

Government Leasing Company provides governmental financing exclusively. As a specialist, GLC provides documents to satisfy the IRS rules and any other State requirements. The whole process of receiving a Lease Rate quote, issuing documents and signature requirements on the Lease Purchase Agreement can happen in less than **One Week!**

### Why Lease Purchase?

- Low Interest Rates: libraries qualify for interest rates as much as 30 to 40 percent lower than commercial financing.
- Municipal lease purchase is an ownership plan--not a rental. After completing the payment schedule, you will own the equipment.
- Municipal leases have no balloon or residual payment at completion.
- Municipal leases include a non-appropriation clause which means you are only obligating funds for the current fiscal year.
- If funds become available, you may buy out at any time after the completion of the 1st fiscal year. A detailed amortization schedule is provided for every transaction.
- Lease terms are flexible to meet your budgetary needs. Choose length of contract, payment interval, and advance or arrears payment as necessary.
- Finance equipment as low as \$5,000. Avoid the lengthy and costly process of issuing bonds or waiting for grants for equipment that is needed.
- Annual support costs can be included in the lease, if desired.

The process to begin a Lease Purchase Program is FAST and SIMPLE! The Library Corporation is ready to make this transaction as quick and easy as possible for you.

## Hardware Requirements

If you are using existing equipment or obtaining equipment from a third-party, you will need to meet the following requirements:

### **Dataserver and Webserver**

TLC has specific OS configuration and partition requirements. Please contact TLC for customized specifications before configuring existing equipment.

### **Cataloging or Circulation Workstation:**

The recommended hardware configuration requirements for a Library•**Solution** Cataloging or Circulation workstation are Intel compatible Duo Processor (2.9GHz), 1.0 GB RAM, 250GB hard drive, SVGA monitor, standard keyboard, and mouse. Minimum resolution setting is 1024 X 768.

Your computer must be running Windows XP Pro, Windows Vista, or Windows 7 and the security updates should be current.

### **Public Access Catalog Workstation:**

A Library•**Solution** Public Access Catalog workstation requires a workstation capable of running a graphical Web browser, such as Mozilla Firefox, Safari, Netscape Navigator or Microsoft Internet Explorer.

All stations require an Ethernet card and connection through the Ethernet network.

Barcode scanners that plug into the keyboard port of the computer typically work with Library•**Solution**. If your scanners do not plug into the keyboard port, we would be happy to test one for you to determine compatibility.

*Note:* TLC will help you determine if your existing hardware can be used with Library•**Solution**.

## Optional Software and Other Services

### TLC’s Subscription Services for OPAC Enrichment

Enrich your OPAC with a subscription to enhanced content. A search of the library catalog simultaneously searches TLC’s server and integrates content into your OPAC results.

**\*The following pricing is based on a circulation count of 6,000.**

**Book Jacket Images:** 1,300,000 book cover images and 35,000 Video/DVD Covers with more than 11,000 new covers added weekly.

**Tables of Contents (TOCs):** This service includes hundreds of thousands of TOCs from a wide variety of publications, including trade, small press, and scholarly publications. Spanish language titles are included.

**Reviews:** Over 540,000 books reviews are available for your OPAC from *Library Journal*, *School Library Journal*, *Publishers Weekly*, *Booklist*, *Choice*, and others. Review archives date back to 1985.

**Fiction and Biography Profiles:** 92,000 fiction, short story collections, and biography profiles, with over 12,000 new books reviewed annually. The profiles contain a broad range of headings for each title. Fiction, for example, contains genre and sub-genre, major and ancillary topics within the plot, main characters and their distinguishing attributes, and more. Biography profiles contain background, occupation, achievements, and more.

**Summaries and Annotations:** 1,800,000 summaries and annotations for fiction and non-fiction, including trade and scholarly titles.

**Author Notes:** 146,000 author notes from book jackets or publishers.

**Excerpts and First Chapters:** Over 60,000 excerpts and first chapters from prominently reviewed new titles, with hundreds of new files added monthly.

**Annual Cost** ..... \$1,026

**ITS•MARC®**

The Library Corporation offers copy-cataloging access via the Internet! ITS•MARC provides Web or Z39.50 access to over 50 million MARC records. You can search the entire pool of more than 22 million non-royalty MARC records in the BiblioFile dataset for one low fixed price. (Access to royalty databases is priced separately.) These features enable you to budget accurately and save time. Costs are outlined below:

<u>No. of users</u>	<u>0-10k Titles</u>	<u>10k- 20K Titles</u>	<u>20K-40K Titles</u>	<u>40K+Titles</u>
1	\$495 per user	\$995 per user	\$1,495 per user	\$1,995 per user
2-5	\$495 per user	\$895 per user	\$1,350 per user	\$1,795 per user
6-9	\$495 per user	\$795 per user	\$1,195 per user	\$1,595 per user
10-19	\$495 per user	\$695 per user	\$1,050 per user	\$1,395 per user
20-49	\$495 per user	\$595 per user	\$ 895 per user	\$1,195 per user
50+	\$495 per user	\$495 per user	\$ 750 per user	\$ 995 per user

ITS•MARC includes the following databases:

Contributed Research & Academic Libraries .....	1,937,406 records
LC MARC English .....	2,473,866 records
LC MARC Backfile .....	5,796,482 records
LC MARC Foreign.....	4,810,179 records
Canadian MARC .....	1,357,963 records
French MARC .....	1,219,030 records
Contributed School & Public .....	1,317,967 records
Docufile .....	1,230,031 records
MARC en Español .....	739,322 records
MedMARC.....	1,078,317 records
TheoMARC .....	794,303 records

The following royalty databases are also available with ITS•MARC:

A/V Access (Over 1.6 million records representing audio and visual materials)	
<20,000 titles .....	\$ 595/Year
20,000 -39,999 titles .....	\$ 795/Year
40,000 - 99,999 titles .....	\$ 995/Year
>100,000 titles.....	\$1,195/Year
British MARC.....	\$1,095/Year
SchoolMARC Sears .....	\$ 850/Year
SchoolMARC LC .....	\$ 850/Year
NICEM A-V MARC .....	\$ 495/Year
NewPubMARC .....	\$ 595/Year

**Online Selection & Acquisitions™**

Includes first year support and integrated access to ITS•MARC

<b>Cost</b> .....	\$1,999
<b>2nd Year Support</b> .....	\$ 399

**Library•Serial™** (Serials Control module)

Includes first year support

<b>Cost</b> .....	\$1,999
<b>2nd Year Support</b> .....	\$ 399

**Library•Booking™** (Booking module)

Includes first year support

<b>Cost</b> .....	\$1,999
<b>2nd Year Support</b> .....	\$ 399

**SIP Server** (Version 2 with Extensions) Price is valid only for TLC certified vendors.

Includes first year support

<b>Cost</b> .....	\$1,500
<b>2nd Year Support</b> .....	\$ 300

**NCIP** (NCIP is a protocol that enables Library•Solution to communicate currently with ILL systems including SirsiDynix URSA, Auto-Graphics, OCLC, Innovative InnReach and others.)

<b>Cost</b> .....	\$1,500
<b>2nd Year Support</b> .....	\$ 300

**Active Directory**

One time set up charge.....	\$ 1,999
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**Digital Content Integration**

The LS2 Pac will index, search, and display digital content integrated with catalog results for any OAI compliant repository. Users will see records for both the library catalog and digital content in the result list. Thumbnail images will appear in place of books jackets for these records, and searches maybe filtered by a separate facet e.g. the RSS news feeds facet option. In the record display, users will see deep links back to Content DM or be able to display data for most common formats (image, sound, video) in the LS2 interface or browser.

<b>Annual Cost</b> .....	\$500
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**E-Commerce**

This functionality will allow the library to collect funds for fees or fines using credit cards from the LS2 PAC interface using the Authorized.net authorization service. Credit cards will not be stored on the library site.

<b>Cost</b> .....	\$1,999
<b>2nd Year Support</b> .....	\$ 199

**Debt Collection Module**

Debt collection interface with Unique Management Services, Inc. Includes reports and first year support.

<b>Cost</b> .....	\$1,999
<b>2nd Year Support</b> .....	\$ 399

## TLC Reports Manager (Cognos ReportNet)

The TLC Reports Manager utilizes the power of Cognos' web-based ReportNet to deliver a full library of pre-written reports, lists, and notices to support most reporting needs. Report formats include lists, notice forms, bar charts, pie charts, line graphs, and cross-tabs. Staff can schedule the reports to run during off-hours and the reports can be automatically delivered to specified email recipients. Output can be saved in many formats, including Excel, pdf, text, csv, HTML, and XML.

### **User License (1 per site INCLUDED in software cost)**

Library•Solution™ licensing includes one User License per site, which provides the ability to run any report in the Reports Library. This license also enables staff to set personal preferences, schedule reports, subscribe to a scheduled report, create and manage report folders, and personalize standard reports.

<b>Additional License Cost (if more than one license per site is required)</b> .....	\$200
<b>Annual Support for additional license</b> .....	\$ 50

### **Author License**

The Author License enables staff to create reports using drag and drop tools to select the data elements to be reported. The program uses a specially prepared data framework that presents Library•Solution data in clearly labeled fields. Filters can be used to easily select data and the information can be viewed immediately. Queries can be saved for reuse at any time. This license enables staff to create fully formatted reports, graphs and notices.

*TLC Database Training and Report Authoring Training are required.*

<b>License Cost</b> .....	\$2,000
<b>Annual Support</b> .....	\$ 500
<b>Report Authoring Training (2 days) *</b> .....	\$ 3,000

*\*Report Authoring Training is a two-day instructor led course conducted at the library by a TLC Trainer. Training covers an introduction to Report Manager, report management through Cognos Connection, and basic and intermediate report building techniques and ways of enhancing, customizing, and managing professional reports in Report Studio. Price includes travel expenses. Trainees should have technical skills, Programming background is a plus. Regular use of the tool after training is necessary to retain what is taught. Training can also take place at TLC headquarters at a cost of \$2,000.*

## Optional Hardware

Technical Services Workstations, PAC Workstations, Telephone Notification Systems and Bookmobile Laptops are also available. Please contact your Automation Consultant for technical specifications and pricing information.

## Peripheral Hardware

*Please Note: The following items include 1 year of TLC Full Replacement Support. If the item malfunctions, TLC will immediately ship a replacement. Unlike manufacturer's warranties, you do not have to ship the unit and wait for the repair. Prices are listed to continue this level of support after year 1.*

### **Epson Parallel Receipt Printer**

Epson TMU220PB. Parallel port connection. Includes first year support.

Cost .....	\$338
2 <sup>nd</sup> Year Support .....	\$ 68
Shipping and handling .....	\$ 30

### **Epson USB Receipt Printer**

Epson TMU220B. USB connection. Includes first year support.

Cost .....	\$397
2 <sup>nd</sup> Year Support .....	\$ 79
Shipping and handling .....	\$ 30

### **Hewlett Packard LaserJet P1606 Printer**

Produce professional documents with the HP LaserJet P1606 Printer series with HP spherical toner and an intelligent cartridge that enables high-end features on your desktop. Cost includes three years full replacement support USB port.

Cost .....	\$453
Shipping and handling .....	\$ 30

### **Hewlett Packard LaserJet p4515n Network Printer**

Network printer accommodates a variety of media types and sizes. Expand paper handling and finishing capabilities with two-sided printing and multiple trays.

Cost .....	\$1,082
2 <sup>nd</sup> Year Support .....	\$ 216
Shipping and handling .....	\$ 40

### **Quick Scan L PS2 Circ Scanner**

QuickScan L Key Board Wedge bar code reader with PS2 cable. Lightweight and small with an ergonomic form factor. Features include: Easy to handle and use, Plug & Play Kit includes scanner, interface cable and 'hands-free' stand; supports Linear Bar Codes and GS1 DataBar Symbologies. Designed for general purpose bar code scanning applications.

Cost .....	\$ 201
2 <sup>nd</sup> Year Support .....	\$ 40
Shipping and handling .....	\$ 20

**TLC Proprietary/Confidential**

**MS 9520 USB Circ Scanner**

Metrologic MS9520 Voyager Handheld Scanner (with Laser Emulation and Stand) - Color: Black Enabled for both In-stand and Out-of-stand operation; can be used as a hand-held and fixed presentation scanner. The feature-packed hand held Voyager comes equipped with PowerLink user-replaceable cables and power supply, MetroSelect one-code programming, MetroSet Windows-based software configuration utility, Bits n' Pieces data editing utility, and an Electronic Article Surveillance (EAS) option.

Cost .....	\$ 205
2 <sup>nd</sup> Year Support .....	\$ 41
Shipping and handling .....	\$ 20

**Fusion Omni-directional Circ Scanner**

MS3780 Fusion Hand Held Omni-directional Laser Barcode scanner for checkin and check out. Includes Stand, USB and Cable.

Primary omnidirectional scan pattern. Aggressive scanning of bar codes in any orientation, increasing throughput. Secondary single-line scan pattern. With a push of a button, switch to a targeted single-line for menu scanning. Automatic stand detection. Hands-free operation for presentation scanning, reducing operator fatigue. Sleep mode with IR wake up. Multiple sleep modes reduce power consumption, extending life and lowering cost of operation.

Cost .....	\$ 360
2 <sup>nd</sup> Year Support .....	\$ 54
Shipping and handling .....	\$ 20

**TLC Bluetooth Wireless Scanner for Circ Desk or Inventory (USB ONLY)**

Scanner can be used at the circulation desk or to collect barcodes for inventory control. At the circulation desk, the scanner includes autoscan capability, and the optional hands-free stand is recommended. When removed from the stand, the scanner automatically switches to button controlled scanning and can transmit scanned barcodes to the screen from up to 33 feet away. Switch to Inventory mode and the scanner stores up to 2500 barcodes for uploading to Notepad (Extended memory Range Gate feature). Price includes Extended Memory, USB cable, power supply, and cradle.

<b>Cost</b> .....	\$515
<b>Hands Free Stand for Circ Desk</b> .....	\$ 40
<b>2<sup>nd</sup> Year Full Replacement Support</b> .....	\$ 77
<b>Shipping and handling</b> .....	\$ 20