



Tulare County Library

COUNTY OF TULARE

AGENDA ITEM

BOARD OF SUPERVISORS

KUYLER CROCKER
District One

PETE VANDER POEL
District Two

AMY SHUKLIAN
District Three

EDDIE VALERO
District Four

DENNIS TOWNSEND
District Five

AGENDA DATE: October 6, 2020

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>

CONTACT PERSON: Darla Wegener PHONE: 559 713-2720

SUBJECT: Approve a Capital Asset Purchase

REQUEST(S):

That the Board of Supervisors:

1. Approve the capital asset purchase of a Radio Frequency Identification Gateway System in an amount not to exceed \$215,000.
2. Approve the necessary budget adjustments per the attached AUD 308 (4/5ths vote required).

SUMMARY:

The purchase of Library radio-frequency identification (RFID) gateway system provides the County with the ability to serve its residents and employees by reducing interpersonal contact to meet COVID 19 pandemic response guidelines.

This technology helps Library staff to process items quickly, avoid unnecessary delays, and minimize the need for physical proximity between staff and patrons. RFID tags added to each library item, allows a stack of materials to be checked out by RFID tags as opposed to scanning individual barcodes, leading to a much faster borrowing experience with little to no touching and improved materials security. RFID also allows for simple and quick automated check in/return processes.

COVID 19 created a challenge to provide in-person services to the Library's over 53,000 patrons, as our circulation and other services are considered high touch and retouch actions. Implementing RFID allows the Library to provide touchless check out, including patron self-checkout and staff assisted, of over 400,000 physical

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items each year. RFID not only helps deter the spread of COVID 19, but any future viruses and/or flus.

For more than 20 years libraries in Asia, Europe, and North America have used RFID successfully. In California, for example, RFID tagged collections and technology are found in Fresno, San Diego, San Francisco, Alameda, and other library systems. The County Librarian has experience with three RFID installations in California, in Santa Clara, Lincoln, and Long Beach, including leading the implementation of the first RFID project in California.

The Board previously approved the Tulare County CARES Act Funding Plan on July 14, 2020, Resolution No. 2020-0424, to improve the capability of the County's technology to provide quality services with minimal to no contact with constituents. This purchase will assist the County Library system meet its goal to reduce person to person contact during the COVID 19 pandemic.

It should be noted that the County Librarian has chosen to utilize Solano County Library RFP 525-602-17, awarded with Bibliotheca, LLC, to expedite the procurement process and to ensure the lowest available cost.

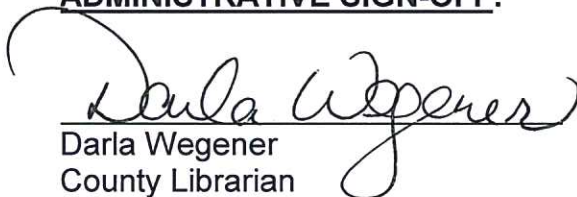
FISCAL IMPACT/FINANCING:

The cost of the capital assets in an amount not to exceed \$215,000 to be paid from account number 035-090-9919-8306. There is no Net County Cost to the General Fund.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's five-year strategic plan addresses Quality of Life Initiative and Organizational Performance. The purchase fulfills the initiative by providing touchless, streamlined, and patron-initiated services at all seventeen branches, many in rural and underserved areas of the community. In addition, the continued maintenance and enhancements for the County of Tulare technology structure provides stability of operations to support improved service delivery.

ADMINISTRATIVE SIGN-OFF:


Darla Wegener
County Librarian

cc: County Administrative Office

Attachment(s): AUD 308

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF APPROVE A CAPITAL
ASSET PURCHASE

)
) Resolution No. _____
) Agreement No. _____
)

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD _____
_____, BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: JASON T. BRITT
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

* * * * *

1. Approved the capital asset purchase of a Radio Frequency Identification Gateway System in an amount not to exceed \$215,000.
2. Approved the necessary budget adjustments per the attached AUD 308 (4/5ths vote required).

County of Tulare — Auditor Controller

Budget Adjustment Form

10/06/2020							Document ID Number		04/21		2021	
Date							TCiCT		S Murch		27314	
							Agency Name		Contact Person		Phone	
											Extension	

Action** A,C,D	Fund	Dept	Appr #				LEVEL 1 Finish Here	Current Amount	Revised Amount	Inc / Dec Amt
C	035	090	090SSUP					5,557,165	5,342,165	(215,000)
C	035	090	090CAP					4,894,240	5,109,240	215,000
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
Appropriations Total							<i>Need Not Equal Zero</i>	10,451,405	10,451,405	-

Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt
C	035	090	090SSUP	9919	7043			3,207,000	2,992,000	(215,000)
C	035	090	090CAP	9919	8306			421,000	636,000	215,000
										-
										-
										-
										-
										-
										-
										-
										-
										-
Line Total							<i>Must Equal Zero</i>	\$ 3,628,000	\$ 3,628,000	\$ -

Reason for Adjustment (To Avoid Correspondence, State Reason in Detail)

To record the capital asset purchase of a RFID System to reduce person to person contact BAI scheduled for 10/06/2020

See Steven Murch with Questions - 559.622.7314 or via email @ smurch@co.tulare.ca.us

Additional Support Documentation is attached.

Steven D. Murch - Fiscal Manager - 9/22/2020

Affected Dept Head Signature

Not Applicable

Other Affected Dept Head Signature

Checked By: _____

County Executive Office Action: No. _____ Date: _____

() Approved () Disapproved

By: _____

Board of Supervisors Action: No. _____ Date: _____

Entered By: _____

Date: _____

Distribution: 1: BOS/CAO/Auditor

**** Action Codes: A=Add, C=Change, D=Deactivate**

* Whenever a 93XX account budget is adjusted, a corresponding 94XX account budget must be adjusted in the billing agency, **except for ISFs**

* Whenever a 95XX account budget is adjusted, a corresponding 96XX account budget must be adjusted in the billing agency, and vice versa

* Whenever a 97XX account budget is adjusted, a corresponding 98XX account budget must be adjusted in the billing agency, and vice versa