COUNTY COUNCIL OF BEAUFORT COUNTY

ADMINISTRATION BUILDING
BEAUFORT COUNTY GOVERNMENT ROBERT SMALLS COMPLEX
100 RIBAUT ROAD
POST OFFICE DRAWER 1228
BEAUFORT, SOUTH CAROLINA 29901-1228
TELEPHONE: (843) 255-2180
www.bcgov.net

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THOMAS J. KEAVENY, II
INTERIM COUNTY ADMINISTRATOR
COUNTY ATTORNEY

CONNIE L. SCHROYER
CLERK TO COUNCIL

AGENDA
COMMUNITY SERVICES COMMITTEE
Monday, November 13, 2018
3:00 p.m.
Executive Conference Room, Administration Building
Beaufort County Government Robert Smalls Complex
100 Ribaut Road, Beaufort

Committee Members:
Alice Howard, Chairman
Rick Caporale, Vice Chairman
Michael Covert
Steve Fobes
York Glover
Roberts "Tabor" Vaux

Staff Support:
Monica Spells, Assistant County Administrator
Civic Engagement and Outreach

1. CALL TO ORDER 3:00 P.M.

2. CONSIDERATION OF CONTRACT AWARD / BIBLIOTHECA, NORCROSS, GEORGIA / ANNUAL SERVICE AND EXTENDED WARRANTY AGREEMENT / $56,590 (backup)

3. EXECUTIVE SESSION
   A. Receipt of legal advice regarding purchase of land

4. MATTERS ARISING OUT OF EXECUTIVE SESSION

5. UPDATE / DISABILITIES AND SPECIAL NEEDS LOT PURCHASE
   A. Review of property viability – One Bostick Circle

6. CONSIDERATION OF REAPPOINTMENTS AND APPOINTMENTS
   A. Alcohol and Drug Abuse Board / Three Vacancies (Countywide)
   B. Disabilities and Special Needs Board / One Vacancy (Countywide)
   C. Library Board / One Vacancy (Council District 5)

7. ADJOURNMENT

2017/2018 Strategic Plan Committee Assignments
Affordable Housing; Housing Survey
DSN Residential Homes (3)

The County Channel

COUNTY COUNCIL OF BEAUFORT COUNTY

PURCHASING DEPARTMENT

106 Industrial Village Road, Bldg. 2, Post Office Drawer 1228
Beaufort, South Carolina 29901-1228

David L Thomas, Purchasing Director
dthomas@bcgov.net 843.255.2353

TO: Councilwoman Alice Howard, Chairman, Community Services Committee

FROM: David L Thomas. CPPO. Purchasing Director

SUBJ: Contract Renewal

Annual Bibliotheca Service/Maintenance/Extended Warranty Agreement for Beaufort County Libraries

DATE: 11/01/2018

BACKGROUND:

The Beaufort County purchased 63 pieces of hardware/software from Bibliotheca (originally ITG which merged into Bibliotheca) which is in operation at all five branch libraries. The contract term will begin January 15, 2019 and end January 14, 2020 with a total contract award of $56,590 and will provide service, maintenance and extended warranty. Subject to County Council's approval, this one year contract will help preserve the investment made by the County in this equipment. See the attached pricing information.

VENDOR INFORMATION:	**COST:**
Bibliotheca, Norcross, GA	$56,590

FUNDING: 10001625-51110 Library, Maintenance Contracts and the total expenditure of $56,590 will be split 50% ($28,295) in Fiscal Year 2019 and 50% ($28,295) in Fiscal Year 2020, in accordance with the term of the contract.

Funding approved: Yes By: aholland Date: 11/07/2018

FOR ACTION: Community Services Committee meeting occurring on November 13, 2018.

RECOMMENDATION:

The Purchasing Department recommends that the Community Services Committee approve the contract award for Annual Service/Maintenance/Extended Warranty Agreement from the aforementioned vendor for a total amount of $56,590.

Attachment: Beaufort County Public Library - SA - US-55491-L0J7.pdf 208.04 KB

cc: Tom Keaveny, Interim County Administrator Approved: Select... Date:

Check to override approval: ☐ Overridden by: Override Date:

Alicia Holland, Assistant County Administrator, Finance Approved: Yes Date: 11/07/2018

Monica Spells, Assistant County Administrator, Civic Engager Approved: Yes Date: 11/08/2018

Check to override approval: ☐ Overridden by: Override Date: ready for admin: ☑

Ray McBride, Director of Beaufort County Libraries Approved: Yes Date: 11/08/2018

Check to override approval: ☐ Overridden by: Override Date: ready for admin: ☑

After Initial Submission, Use the Save and Close Buttons

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Service and Maintenance/Extended Warranty Quote

Quote Date: 10/19/2018
Quote Number: QUO-102137-Z4Y7

Licensee Bill To:
Beaufort County Public Library (SC) - Main
Ray McBride
311 Scott St
Beaufort SC 29902-5591
United States of America

rmcbride@bcgov.net
Tel: 843-255-6471

System Licensee:
Beaufort County Public- Beaufort - Beaufort County Public- Beaufort
Ray McBride
311 Scott Street
Beaufort SC 29902
United States of America

Sales Contact: Contract Team
Sales Phone: 800-328-0067
Sales Email: service-renewals-us@bibliotheca.com

Contract Number: US-55491-L0J7
Term: 01/15/2019 - 01/14/2020
Renewal and Consolidation

Quote expires (180) days from Quote Date above.

Item ID	Item Type	Quantity	Sale Price	Sub Total
SUP000002-000-US	Annual Support and Maintenance Renewal Contract Term: Jan 15, 2019 - Jan 14, 2020	1	$56,590.000	$56,590.00
			Total (Less Sales Tax):	$56,590.00
			Grand Total:	$56,590.00

3M Library Systems has merged with Bibliotheca LLC. Together, our customers will enjoy the best of both worlds. If you are a former 3M Library System customer, please note that your Service & Maintenance contract will be managed and serviced by Bibliotheca LLC.

Service and Maintenance prices exclude any applicable sales tax. Please provide Tax Exempt Certificate, if applicable.

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Service and Maintenance/Extended Warranty Quote

Location	Asset Name	Serial #1	Qty	Start Date	End Date	Price
Beaufort County Public Library (SC) - Main	RFID workstation shielded	6206503		01/15/19	01/14/20	$199.00
Beaufort County Public Library (SC) - Main	RFID workstation shielded	6231091		01/15/19	01/14/20	$199.00
Beaufort County Public Library (SC) - Main	RFID workstation shielded	6231093		01/15/19	01/14/20	$199.00
Beaufort County Public Library (SC) - Main	RFID workstation shielded	6231094		01/15/19	01/14/20	$199.00
Beaufort County Public- Beaufort	selfCheck 1000 Desktop Kiosk, Black	b92641		01/15/19	01/14/20	$1,749.00
Beaufort County Public- Beaufort	selfCheck 1000 Integrated Unlocker	B92641		01/15/19	01/14/20	$499.00
Beaufort County Public- Beaufort	selfCheck 1000 Desktop Kiosk, Black	b92642		01/15/19	01/14/20	$1,749.00
Beaufort County Public- Beaufort	selfCheck 1000 Integrated Unlocker	B92642		01/15/19	01/14/20	$499.00
Beaufort County Public- Bluffton	selfCheck 1000 Desktop Kiosk, Black	b92643		01/15/19	01/14/20	$1,749.00
Beaufort County Public- Beaufort	selfCheck 1000 Integrated Unlocker	B92643		01/15/19	01/14/20	$499.00
Beaufort County Public- Beaufort	selfCheck 1000 Desktop Kiosk, Black	b92644		01/15/19	01/14/20	$1,749.00
Beaufort County Public Library (SC) - Main	selfCheck 1000 Integrated Unlocker	B92644		01/15/19	01/14/20	$499.00
Beaufort County Public- Bluffton	selfCheck 1000 Desktop Kiosk, Black	b92645		01/15/19	01/14/20	$1,749.00
Beaufort County Public Library (SC) - Main	selfCheck 1000 Integrated Unlocker	B92645		01/15/19	01/14/20	$499.00
Beaufort County Public- Bluffton	selfCheck 1000 Desktop Kiosk, Black	b92646		01/15/19	01/14/20	$1,749.00
Beaufort County Public Library (SC) - Main	selfCheck 1000 Integrated Unlocker	B92646		01/15/19	01/14/20	$499.00
Beaufort County Public- Hilton Head Island	selfCheck 1000 Desktop Kiosk, Black	B92647		01/15/19	01/14/20	$1,749.00
Beaufort County Public Library (SC) - Main	selfCheck 1000 Integrated Unlocker	B92647		01/15/19	01/14/20	$499.00
Beaufort County Public- Hilton Head Island	selfCheck 1000 Desktop Kiosk, Black	B92648		01/15/19	01/14/20	$1,749.00
Beaufort County Public Library (SC) - Main	selfCheck 1000 Integrated Unlocker	B92648		01/15/19	01/14/20	$499.00
Beaufort County Public Library (SC) - Main	selfCheck 1000 Integrated Unlocker	B92649		01/15/19	01/14/20	$499.00
Beaufort County Public- St. Helena	selfCheck 1000 Desktop Kiosk, Black	b92650		01/15/19	01/14/20	$1,749.00
Beaufort County Public- St. Helena	selfCheck 1000 Integrated Unlocker	b92650		01/15/19	01/14/20	$499.00
Beaufort County Public- Hilton Head Island	selfCheck 1000 Desktop Kiosk, Black	B92651		01/15/19	01/14/20	$1,749.00
Beaufort County Public Library (SC) - Main	selfCheck 1000 Integrated Unlocker	B92651		01/15/19	01/14/20	$499.00
Beaufort County Public- St. Helena	selfCheck 1000 Desktop Kiosk, Black	b92652		01/15/19	01/14/20	$1,749.00
Beaufort County Public- St. Helena	selfCheck 1000 Integrated Unlocker	b92652		01/15/19	01/14/20	$499.00
Beaufort County Public- Lobeco	selfCheck 1000 Desktop Kiosk, Black	BCLO-SS1000D-1		01/15/19	01/14/20	$1,749.00
Beaufort County Public- St. Helena	smartstation 200	bib021701		01/15/19	01/14/20	$199.00
Beaufort County Public- Hilton Head Island	smartstation 200	bib021702		01/15/19	01/14/20	$199.00

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Service and Maintenance/Extended Warranty Quote

Beaufort County Public- Lobeco	smartstation 200	bib021703	01/15/19	01/14/20	$199.00
Beaufort County Public- Bluffton	smartstation 200	bib021704	01/15/19	01/14/20	$199.00
Beaufort County Public- Hilton Head Island	in wall book return	bib021706	01/15/19	01/14/20	$899.00
Beaufort County Public- Bluffton	in wall book return	bib021707	01/15/19	01/14/20	$899.00
Beaufort County Public- Hilton Head Island	in wall book return (smartsort 100)	bib021708	01/15/19	01/14/20	$899.00
Beaufort County Public- Bluffton	in wall book return (smartsort 100)	bib021709	01/15/19	01/14/20	$899.00
Beaufort County Public- St. Helena	smartsort 100 (5 Bin)	bib021710	01/15/19	01/14/20	$5,750.00
Beaufort County Public- Bluffton	smartsort 100 (5 Bin)	bib021711	01/15/19	01/14/20	$5,750.00
Beaufort County Public- Hilton Head Island	smartsort 100 (5 Bin)	HHS10011	01/15/19	01/14/20	$5,750.00
Beaufort County Public- St. Helena	libraryConnect™ Devices subscription - 1 license / device	License	01/15/19	01/14/20	$99.00
Beaufort County Public- St. Helena	libraryConnect™ Devices subscription - 1 license / device	License	01/15/19	01/14/20	$99.00
Beaufort County Public- Hilton Head Island	libraryConnect™ Devices subscription - 1 license / device	License	01/15/19	01/14/20	$99.00
Beaufort County Public- Hilton Head Island	libraryConnect™ Devices subscription - 1 license / device	License	01/15/19	01/14/20	$99.00
Beaufort County Public- Hilton Head Island	libraryConnect™ Devices subscription - 1 license / device	License	01/15/19	01/14/20	$99.00
Beaufort County Public- Bluffton	libraryConnect™ Devices subscription - 1 license / device	License	01/15/19	01/14/20	$99.00
Beaufort County Public- Bluffton	libraryConnect™ Devices subscription - 1 license / device	License	01/15/19	01/14/20	$99.00
Beaufort County Public- Bluffton	libraryConnect™ Devices subscription - 1 license / device	License	01/15/19	01/14/20	$99.00
Beaufort County Public- Beaufort	libraryConnect™ Devices subscription - 1 license / device	License	01/15/19	01/14/20	$99.00
Beaufort County Public- Beaufort	libraryConnect™ Devices subscription - 1 license / device	License	01/15/19	01/14/20	$99.00
Beaufort County Public- Beaufort	libraryConnect™ Devices subscription - 1 license / device	License	01/15/19	01/14/20	$99.00
Beaufort County Public- Lobeco	libraryConnect™ Devices subscription - 1 license / device	License	01/15/19	01/14/20	$99.00
Beaufort County Public- Beaufort	Heartland Payment Annual Subscription	Subscription	01/15/19	01/14/20	$499.00
Beaufort County Public- Beaufort	Heartland Payment Annual Subscription	Subscription	01/15/19	01/14/20	$499.00
Beaufort County Public- Beaufort	Heartland Payment Annual Subscription	Subscription	01/15/19	01/14/20	$499.00
Beaufort County Public Library (SC) - Main	Heartland Payment Annual Subscription	Subscription	01/15/19	01/14/20	$499.00
Beaufort County Public Library (SC) - Main	Heartland Payment Annual Subscription	Subscription	01/15/19	01/14/20	$499.00
Beaufort County Public Library (SC) - Main	Heartland Payment Annual Subscription	Subscription	01/15/19	01/14/20	$499.00
Beaufort County Public Library (SC) - Main	Heartland Payment Annual Subscription	Subscription	01/15/19	01/14/20	$499.00
Beaufort County Public Library (SC) - Main	Heartland Payment Annual Subscription	Subscription	01/15/19	01/14/20	$499.00
Beaufort County Public Library (SC)	Heartland Payment Annual Subscription	Subscription	01/15/19	01/14/20	$499.00

Service and Maintenance/Extended Warranty Quote

- Main					
Beaufort County Public Library (SC) - Main	Heartland Payment Annual Subscription	Subscription	01/15/19	01/14/20	$499.00
Beaufort County Public Library (SC) - Main	Heartland Payment Annual Subscription	Subscription	01/15/19	01/14/20	$499.00
Beaufort County Public Library (SC) - Main	Heartland Payment Annual Subscription	Subscription	01/15/19	01/14/20	$499.00

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Service and Maintenance/Extended Warranty Quote

TERMS AND CONDITIONS

WHAT WE WILL DO:

Hardware: In consideration of payment of the agreement price, and according to service level purchased, Bibliotheca will furnish labor and replacement parts necessary to maintain the Equipment specified in this agreement in proper operating condition during the term of this agreement, provided that the Equipment is installed by an authorized Bibliotheca Service Provider and used as directed. This Service Agreement covers Equipment failure during normal usage. Bibliotheca agrees to provide:

- An annual Preventative Maintenance visit for your AMH items will be conducted by a field technician for each of your locations that contain AMH items.
- On-site remedial maintenance during On-Site Coverage Hours (except for depot repair agreements) When Bibliotheca is notified that the Equipment is not in good working order. Bibliotheca will provide a toll-free telephone number for Customer to place, and Bibliotheca will receive equipment maintenance service calls twenty-four (24) hours per day, seven (7) days per Week.
- All labor, service parts and Equipment modifications Bibliotheca deems necessary to maintain the Equipment in good working order. All service parts will be furnished on an exchange basis and will be new parts or parts of equal quality. For certain Equipment, Bibliotheca reserves the right to replace the entire unit with new equipment or equipment of equal quality when Bibliotheca determines that replacement is more economical than on-site repair. All Equipment and service parts removed for replacement become the property of Bibliotheca.

Software: In consideration of payment of the agreement price, Bibliotheca will furnish over-the-phone software support and remote troubleshooting of the Bibliotheca Software specified in this agreement as well as updates necessary to maintain the Bibliotheca Software specified in this agreement in proper operating condition during the term of this agreement, provided that the Bibliotheca Software is installed and used as directed. Bibliotheca agrees to provide:

- All software configuration modifications Bibliotheca deems necessary to maintain the Bibliotheca Software in good working order
- Bibliotheca Software updates
- Internet Filter list updates (as applicable)
- A toll-free telephone number for Customer to place and Bibliotheca to receive software support calls. Over-the-phone software support calls may be placed twenty-four (24) hours per day, seven (7) days per week. Calls will be addressed during Bibliotheca Software Support Coverage Hours in the order they were received.

WHAT IS NOT COVERED: The basic maintenance fee does not include and Bibliotheca is not obligated to provide or perform repair of damage or increase in service time caused by (i) failure of Customer to provide continually a proper operating environment and supply of power as prescribed by the Equipment manufacturer; (ii) accident; (iii) Acts of God, including but not limited to fire, flood, water, wind and lightning; (iv) neglect, abuse or misuse; (v) failure of Customer to follow Bibliotheca's published operating instructions; (vi) modification, service or repair of the Equipment by other than Bibliotheca authorized personnel; (vii) use of Equipment for purposes other than for which designed; (viii) painting or refinishing the equipment; (ix) relocation of the equipment; (x) replacement of broken or damaged cabinetry; to include items such as lattices, base covers, book check covers, etc.; (xi) electrical work external to the Equipment; (xii) cosmetic restoration (e.g., filling of holes in floor or walls, plugging or wire run openings, removal of tape residue, etc.) after removal or relocation of equipment for any reason; (xiii) restoration of Equipment performance when it has been degraded by placement of unauthorized interference sources within the affected range of said equipment; (xiv) service requests related to use of markers (strips) other than those manufactured by Bibliotheca or its authorized distributor(s), (xv) modification, or repair of the Bibliotheca Software by other than Bibliotheca authorized personnel; (xvi) use of the Bibliotheca Software for purposes other than for which designed; (xvii) virus / hacker activity; (xviii) Non- Bibliotheca Software related updates and upgrades including, but not limited to, Operation System, Anti-Virus, Intrusion Detection, (xix) labor or materials associated with consumables such as receipt printer paper, separator jaws, patron counter batteries, and similar items.

RENEWAL: This agreement is NOT automatically renewable. If a renewal agreement is offered by Bibliotheca, the agreement price quoted will reflect the age of the product and the service costs at the time of renewal.

ENTIRE AGREEMENT: This instrument sets forth the entire agreement between the parties, and no representation, promise or condition not contained herein shall modify these terms whether made prior to or subsequent to the execution of this agreement.

Submit Purchase Order by fax to 1-877-689-2269 or by email to service-renewals-us@bibliotheca.com.

Accepted By: _____

Accepted Date: _____

Customer Purchase Order Number: _____