

Attachment C – 11/05/19

TO: Library Board
FROM: David Ruff, Director
RE: Integrated Library System Upgrade
DATE: November 05, 2019

Background: In 2008 the Library installed a new Integrated Library System (ILS), called **Millennium** and created by Innovative Interfaces. An ILS consists of software and servers to support the Library's acquisition, cataloging, and circulation functions. Put differently, it allows the Library to order, catalog, locate, and check-out materials to patrons.

A good working life for such a system is ten years. The system we have has been in service for over 11 years, and the vendor is in the process of phasing out its support for this version. The Library has had a maintenance contract with Innovative Interfaces throughout this period, and the system has performed well. The new system, **Sierra**, has several improvements including enhanced online searching and one-stop searching for books, DVDs, CDs, audiobooks, newspaper articles, and databases with a single search request. This is a significant improvement.

The most cost effective and least disruptive solution is to stay with Innovative Interfaces and merely install the upgraded **Sierra** software. If we contract for the upgrade now, and delay implementation until early 2020, we can get a discount of approximately \$6,000. The total cost of this upgrade will be **\$88,380.94**. \$94,071 is budgeted for this project in the 2020 Budget approved at the September 3, 2019 Board Meeting. The funds for this upgrade have been planned for and will come from the Library's Capital Fund.

Recommendation: Staff recommends the Library sign a purchase agreement now with Innovative Interfaces for this upgrade to **Sierra** for a price of **\$88,380.94 for implementation in early 2020**. Capital Funds will pay for this upgrade.