

Memorandum



CITY OF DALLAS

DATE August 12, 2016

TO Honorable Members of the Arts, Culture & Libraries Committee: Mayor Pro Tem Monica R. Alonzo (Chair), Mark Clayton (Vice Chair), Jennifer S. Gates, Deputy Mayor Pro Tem Erik Wilson, Scott Griggs, Carolyn King Arnold

SUBJECT **Dallas Public Library: Integrated Library System Maintenance and Support Renewal**

On September 14, 2016 a council agenda item will be presented for authorization of a five-year service contract with Innovative Interfaces, Incorporated dba Polaris for maintenance and support of the Polaris Integrated Library System, in the amount of \$1,347,207.04. This is funded by the Library's annual General Fund budget and is subject to Council approval for future years.

In 2007, the Polaris Integrated Library System was selected as the Library's automated system to manage customer accounts, materials, cataloging, and acquisitions, as authorized by CR 07-3487 in the amount of \$1,375,264. The maintenance agreement was renewed in 2011 for five years and is scheduled to expire October 15, 2016. The new agreement includes new system capabilities such as remote log in for staff providing the ability to perform offsite patron library card registrations and check-out of materials.

The Polaris Integrated Library System is the Library's public access catalog as well as its internal system to track workflows and to assist customers quickly and confidently. The system database contains account information for over 600,000 customers and item records for more than 4,000,000 materials. Customers access the catalog internally or externally to locate materials, place them on hold, renew them, and pay library fines. Materials available for check-out include: books, CDs, DVDs, Audiobooks, and downloadable content, such as e-magazines, e-books, and streaming music. The system tracks spending and interfaces with the City's Advantage System for payment processing. It provides staff with the ability to create custom reports to analyze circulation trends to help us more fully serve the citizens of Dallas.

Please contact me if you have any questions or need additional information.

A handwritten signature in blue ink that reads "Joey Zapata".

Joey Zapata
Assistant City Manager

c: Honorable Mayor and Member of the City Council
A.C. Gonzalez, City Manager
Christopher D. Bowers, Interim City Attorney
Craig D. Kinton, City Auditor
Rosa A. Rios, City Secretary
Daniel F. Solis, Administrative Judge
Ryan S. Evans, First Assistant City Manager

Eric D. Campbell, Assistant City Manager
Jill A. Jordan, P.E., Assistant City Manager
Mark McDaniel, Assistant City Manager
Jeanne Chipperfield, Chief Financial Officer
Sana Syed, Public Information Officer
Elsa Cantu, Assistant to the City Manager – Mayor & Council