

ENROLLED ORDINANCE 166-111

CREATE CAPITAL PROJECT # 201212 FOR THE REPLACEMENT OF THE CAFÉ
SHARED LIBRARY AUTOMATION SYSTEM FOR WAUKESHA COUNTY
FEDERATED LIBRARY SYSTEM MEMBERS

WHEREAS, Computer Access for Everyone (CAFÉ) is a shared integrated automation system for member libraries in Waukesha County, and

WHEREAS, CAFÉ is currently owned and operated by Waukesha County Federated Library System for 15 of 16 member libraries as an entirely membership funded operation for the good of all participating libraries, and

WHEREAS, the current shared integrated automation system was last upgraded during 2002 and is considered to be at the end of its useful life, and

WHEREAS, the County's Purchasing division worked with Federated Library staff on a request for proposal process, and selected a new vendor, Polaris, for the new integrated library system, and

WHEREAS, system replacement is estimated to cost up to \$350,000, including replacement of software, hardware and costs related to implementing this new system, and

WHEREAS, system software and hardware will continue to be owned and operated by the Waukesha County Federated Library System, and

WHEREAS, ongoing operating expenditures, such as licensing and maintenance costs, are estimated to be approximately \$90,000 annually beginning in 2013, versus approximately \$120,000 estimated for the existing system, and

WHEREAS, project costs are planned to be covered with prior-year member library contributions to the CAFÉ Fund, which are retained in fund balance and assigned for the purpose of eventual system replacement, and has no direct impact on the County's General Fund.

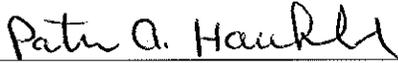
THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF WAUKESHA ORDAINS that the 2012 Capital Project Budget be modified to create Capital Project 201212 Replacement of Integrated Library System, and appropriate capital project expenditures of \$350,000 and revenues of \$350,000 from Waukesha County Federated Library System CAFÉ Fund Balance.

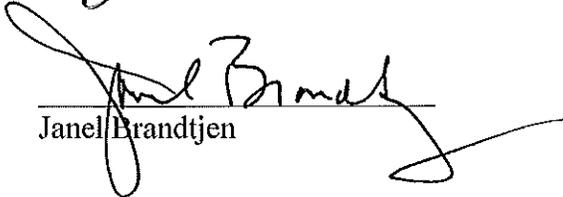
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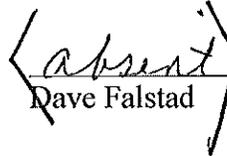
Presented by:
Executive Committee

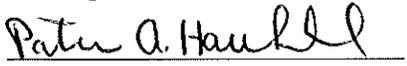
Approved by:
Finance Committee

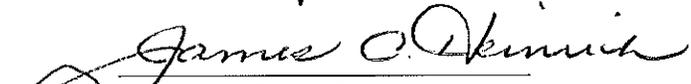

James T. Dwyer, Chair

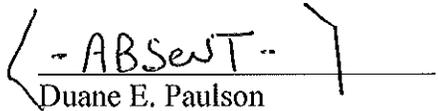

Patricia A. Haukohl, Chair

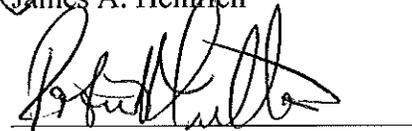

Janel Brandtjen


Dave Falstad

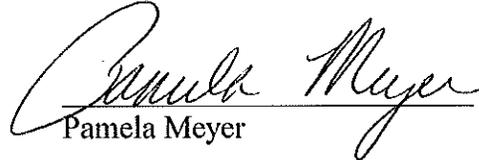

Patricia A. Haukohl


James A. Heinrich

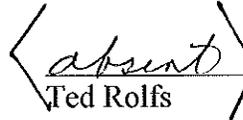

Duane E. Paulson

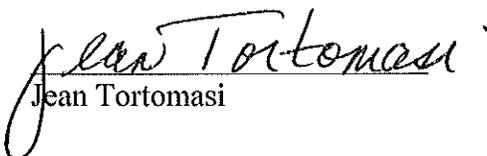

Robert Hutton

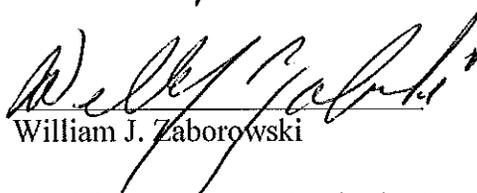

Fritz Ruf


Pamela Meyer

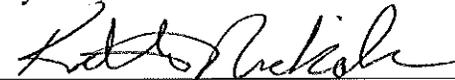

David W. Swan


Ted Rolfs


Jean Tortomasi

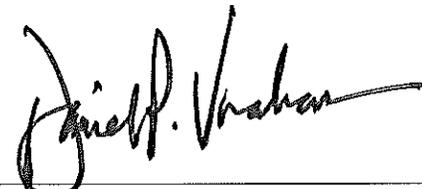

William J. Zaborowski

The foregoing legislation adopted by the County Board of Supervisors of Waukesha County, Wisconsin, was presented to the County Executive on:

Date: 4/3/12, 
Kathy Nickolaus, County Clerk

The foregoing legislation adopted by the County Board of Supervisors of Waukesha County, Wisconsin, is hereby:

Approved: X
Vetoed: _____

Date: 4-5-12, 
Daniel P. Vrakas, County Executive

WAUKESHA COUNTY BOARD OF SUPERVISORS

V

DATE-03/27/12

(ORD) NUMBER-1660111

- 1 D. FALSTAD.....AYE
- 3 R. HUTTON.....
- 5 J. JESKEWITZ.....AYE
- 7 P. HAUKOHL.....
- 9 J. HEINRICH.....AYE
- 11 F. RUF.....AYE
- 13 P. DECKER.....AYE
- 15 P. MEYERS.....AYE
- 17 J. TORTOMASI.....AYE
- 19 S. WIMMER.....AYE
- 21 W. ZABOROWSKI.....AYE
- 23 D. DRAEGER.....AYE
- 25 G. YERKE.....AYE

- 2 T. ROLFS.....
- 4 J. DWYER.....AYE
- 6 J. BRANDTJEN.....
- 8 T. SCHELLINGER....AYE
- 10 D. SWAN.....AYE
- 12 P. WOLFF.....AYE
- 14 M. INDA.....AYE
- 16 D. PAULSON.....
- 18 K. CUMMINGS.....AYE
- 20 P. JASKE.....AYE
- 22 P. GUNDRUM.....AYE
- 24 W. KOLB.....AYE

TOTAL AYES-20

TOTAL NAYS-00

CARRIED X

DEFEATED _____

UNANIMOUS X

TOTAL VOTES-20

Project #	201212	Project Title:	Replacement of Integrated Library System
Department:	Waukesha County Federated Library System	Sponsor:	Waukesha County Federated Library System
Phase:	Implementation	Manager:	Thomas J. Hennen Jr.
Date:	March 7, 2012		

CAPITAL BUDGET SUMMARY			
Year	2012		Total
Project Phase	Implementation		Project
Expenditure Budget	\$350,000		\$350,000
Revenue Budget	<u>\$350,000</u>		<u>\$350,000</u>
Net County Cost	\$0		\$0
COST DOCUMENTATION		REVENUE	
Software	\$163,000	CAFÉ Fund Balance	\$350,000
Hardware	\$51,000		
Consulting Services	\$95,000		
Training	\$21,000		
Contingency	<u>\$20,000</u>		
Total Project Cost	\$350,000	Total Revenue	\$350,000
EXPENDITURE BUDGET	\$350,000	REVENUE BUDGET	\$350,000

Project Scope & Description

The project will provide for the purchase of hardware and software for an Integrated Library System (ILS) for the member libraries in Waukesha County Federated Library System (WCFLS). An ILS provides for circulation, cataloging, acquisitions, online public access and additional features for the public and staff. Nearly half (about 47%) of the capital costs are for the purchase of software from Polaris. Remaining costs are estimated to include hardware purchases, data conversion and training.

This project is planned to be funded with Federated Library CAFÉ (Computer Access for Everyone) Shared Automation Fund Balance, which is a special revenue fund administered by the WCFLS Board as advised by the member libraries. Member libraries contract with WCFLS for the administration of CAFÉ and pay dues sufficient to cover this capital project and all ongoing operating costs.

Location

The equipment will be housed in a temperature-controlled room at the Waukesha Public Library.

Analysis of Need

The existing CAFÉ Shared Automation System was started in 2005 using the current software that the Waukesha Public Library was using, which was still part of an original 1981 contract. The system was last upgraded by the existing vendor in 2002. Beginning in 2003, additional libraries have joined in sharing that software, bringing the current count of participating member libraries to 15. The software was originally set up for a standalone library and not a consortium, which limits some of the functionality that the libraries can use. The Waukesha Public Library had not evaluated any other software since their initial purchase in 1981 and when the operation of CAFÉ was moved from the Waukesha Public Library to the Waukesha County Federated Library System during 2011. After doing an evaluation of the current software, it was determined that the current system had reached the end of its useful life and a replacement system was needed to provide more functionality with newer technology.

Alternatives

Continue using existing system which is past its useful life, which limits functionality to member libraries.

Ongoing Operating Costs

Ongoing costs for Polaris are estimated to be approximately \$90,000 annually versus approximately \$120,000 annually estimated for the existing system. The contract with Polaris will provide for annual increases in costs of no more than 3% over a five year period.

Previous Action

In the 2011 Adopted Budget, the County Board established WCFLS as the fiscal agent for the CAFÉ Shared Automation Fund, which provided a special revenue fund to account for revenues from member libraries to cover operating and capital expenditures for the shared automation system.

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FISCAL NOTE

CREATE CAPITAL PROJECT # 201212 FOR THE REPLACEMENT OF THE CAFÉ SHARED
LIBRARY AUTOMATION SYSTEM FOR WAUKESHA COUNTY FEDERATED
LIBRARY SYSTEM MEMBERS

This ordinance creates Capital Project # 201212 Replacement of Integrated Library System (ILS), which will provide for the purchase of hardware, software and implementation of a new ILS for participating CAFÉ member libraries in the Waukesha County Federated Library System (WCFLS). This ordinance also modifies the 2012 Capital Projects budget to appropriate additional expenditures of \$350,000 to pay for the costs of this project. Project costs are planned to be funded by prior-year member library payments made and retained as fund balance in WCFLS's CAFÉ Shared Automation Fund, which are assigned for eventual replacement of the ILS.

According to WCFLS management, an evaluation of the current software determined that the current system had reached its useful life and that a new system would provide more functionality (e.g., allowing library patrons to pay late fines online).

Ongoing annual operating costs for the new system, including licensing and maintenance, are estimated to be approximately \$90,000 beginning in 2013, versus approximately \$120,000 estimated for the existing system. The planned five-year vendor contract with Polaris will limit annual increases in these ongoing operating costs to inflationary increases reported by the Bureau of Labor Statistics or 3%, whichever is less. These costs will also be covered with member library payments collected in WCFLS's CAFÉ Shared Automation Fund. No contract will be signed by County staff until the County Board has formally approved this ordinance to appropriate expenditure authority and funding for this project.

This ordinance results in no direct tax levy impact.



Keith K. Swartz
Budget Manager
3/7/2012

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