**Report of the Standing Policy Committee on Protection and Community Services dated July 2, 2002**

**Award of Contract with epixtech Inc.**

**File L-1 (Vol. 16)**

5. The Standing Policy Committee on Protection and Community Services has been advised that in 1989, Council approved a purchase and maintenance agreement between Dynix Library Systems and the City of Winnipeg, Library Department. In 1993, when the contract was renewed, the Board of Commissioners approved the establishment of Dynix as the sole supplier of library-related hardware, software and system support. In November 1996, Dynix Library Systems became Ameritech Library Services and in 1999 Ameritech Library Services became epixtech Inc.

In 1997, Council approved $3,900,000.00 in capital funding as part of the Library's Community Computer Access Program. The funding was put in place to allow the library to upgrade and expand its automated systems to meet the changing technological needs of library service.

In 2001, the Library Services Division completed Phase One of this project including the installation of a fiber optic network, the purchasing of hardware and software to support the system, and the installation of public access Internet terminals. Phase Two of the project calls for the upgrade to a fully graphical, client/server database system.

The Library Services Division needs to upgrade from its current character-based system to a graphics based system (Horizon-Sunrise) in order to continue providing enhanced service to the public. The new automated system will integrate with previously purchased components of the system. Accordingly, there are practical and financial benefits for the City to continue its relationship with epixtech Inc. as supplier of automated library systems. This will also allow the library to replace its remaining low-end terminals and migrate to a complete PC environment.

Since the current five-year contract between the Library Services Division and epixtech Inc. expired in December 2001, the Library Services Division has been researching epixtech Inc.'s new Horizon-Sunrise automated system and negotiating a new agreement with it. As part of the contract, the Library Services Division will also be purchasing various software modules, training, and hardware necessary to support the new system. These improvements include an enhanced interlibrary loan module, a circulation module (Telecirc) that allows improved telephone access for placing holds and renewing material, a module (PC Reliance) that ensures continuous library services in the event of network interruption and a new on-line catalogue system (iPAC) which provides an improved, fully graphical public web interface to the library's catalogue.

**Report of the Standing Policy Committee on Protection and Community Services dated July 2, 2002**

Upgrading to the Horizon-Sunrise, graphics-based client/server system will allow integration with Connexus for automated/electronic payment of library material's invoices.

epixtech Inc. is a world leader in automated systems. Toronto, Vancouver, Hamilton, Ottawa, Halifax and many other Canadian library systems have established contracts with epixtech Inc.

The total cost of the agreement for 5 years is $695,788.00 inclusive of taxes. The cost of the contract will be discounted by expixtech Inc. by approximately $20,000.00, as the Library Services Division is a current client. The funds for this agreement are available from the Community Computer Access Program capital account. The annual software maintenance costs were included in the Library Services Division's existing operating budget for 2002 and will be included in the Library Services Division's operating budgets for 2003 to 2006. The Library Services Division is of the opinion that epixtech Inc. has the skills and resources to satisfactorily complete this project. A copy of a Financial Impact Statement is on file in the Office of the City Clerk.

Pursuant to Section 8(e) of the Policy on Purchasing Procedures and the Disposal of Surplus Supplies, Council has the authority to approve an award of contract, to be made by the Chief Financial Officer, when the contract requires funding from future budgets.

The Standing Policy Committee on Protection and Community Services therefore recommends:

I. That the Library Services Division be authorized to negotiate a new five-year contract with Epixtech Inc. for the provision of an upgraded automated library system (Horizon-Sunrise) and maintenance agreement in the total amount of $695,788.00 inclusive of all taxes.

II. That the Proper Officers of the City be authorized to do all things necessary to effect the intent of the foregoing.

**Appendix "A" referred to in Clause 5 of the Report of the Standing Policy Committee on Protection and Community Services dated July 2, 2002**

Appendix 1

Winnipeg

## THE CITY OF WINNIPEG
## LEGAL SERVICES

**Inter-Office Memorandum**

**TO:** Betty Parry, Library Services
Community Services Division

**DATE:** June 10, 2002

**FROM**: Lisa R. Rowswell, Solicitor
Legal Services Division

RE: AWARD OF TENDER WITH EPIXTECH

TENDER SPECIFICATION NO. **n/a**

AWARD REPORT DATED: **June 10, 2002**

## R E P O R T  A P P R O V E D

**COMMENTS: none**

**ORIGINAL SIGNED BY**

***Lisa R. Rowswell, Solicitor***

LRR/dd

Copy – Barb D'Avignon, Materials Management Division ***(EMAIL)***
Copy – Rick Walker ***(email)***
Copy – Randy Znamirowski ***(email)***

**Appendix "B" referred to in Clause 5 of the Report of the Standing Policy Committee on Protection and Community Services dated July 2, 2002**

Appendix 2

**THE CITY OF WINNIPEG**
**CORPORATE FINANCE DEPARTMENT**
**MATERIALS MANAGEMENT DIVISION**

TO: Randy Znamirowski, Betty Parry, Rick Walker
Library Services

DATE: June 11, 2002

FROM: Barb D'Avignon
Supervisor of Tendering & Open Market

**RE: AWARD OF CONTRACT WITH EPIXTECH INC.**

BID SOLICITATION NO: **1176-99**

RECOMMENDATION FOR AWARD REPORT DATE: **June 10, 2002**

**R E P O R T A P P R O V E D (Revised June 10, 2002)**

**COMMENTS:**

None

c.c. - Donalene Davidson, Legal Services Division (sent via email)
c.c. - Lisa Rowswell, Legal Services Division (sent via email)