

AGENDA BILL

Beaverton City Council
Beaverton, Oregon

SUBJECT: Bid Award to Lyngsoe Systems for the
Purchase and Installation of Library
Automated Materials Handling System

FOR AGENDA OF: 08-14-12 **BILL NO:** 12171

Mayor's Approval: *Denny Darr*

DEPARTMENT OF ORIGIN: Library *Effouse*

DATE SUBMITTED: 07-30-12

CLEARANCES: City Attorney *L.B. Kiel*
CAO *RNF*
Purchasing *M. Chapp*
Finance *H. O'Leary*

PROCEEDING: CONSENT AGENDA
(CONTRACT REVIEW BOARD)

- EXHIBITS:**
1. Bid Summary
 2. Evaluation Score Sheet
 3. Cost Summary

BUDGET IMPACT

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED \$396,000	BUDGETED \$396,000	REQUIRED \$0

Account Number 115-35-0551-611 Library Fund – Capital Outlay

RECOMMENDED ACTION:

City Council, acting as Contract Review Board, awards a contract not to exceed \$396,000 to Lyngsoe Systems of Frederick, Maryland, for the purchase and installation of an Automated Materials Handling System for the Beaverton City Library – Main and Beaverton City Library at Murray Scholls.

HISTORICAL PERSPECTIVE:

Beaverton City Library circulates more items than any library in the State of Oregon except for the Multnomah County Library system. Beaverton City Library – Main is the busiest single public library facility in the state. For the Fiscal Year 2011-12 Beaverton City Library circulated 3,517,318 items. Checking-in and sorting returned items is a very labor intensive endeavor. An Automated Materials Handling System (AMH) will enable both library facilities to automatically check-in and sort most items with minimal staff intervention. This will allow the library to more efficiently handle its huge circulation numbers and reduce the need for hiring additional circulation staff as circulation continues to grow.

INFORMATION FOR CONSIDERATION:

An invitation for proposals was advertised in the Daily Journal of Commerce on June 6, 2012. A mandatory pre-proposal meeting was held on June 18, 2012, which five Automated Materials Handling vendors attended. Five proposals were received and opened on July 9, 2012, at 2:00 p.m. in the Finance conference room. Evaluation of the proposals was held on July 16, 2012, at the Beaverton City Library – Main, administrative conference room. The review panel consisted of six individuals including three City of Beaverton staff, two representatives from Washington County Cooperative Library Service and one from Hillsboro Public Library.

The review panel assessed the proposals and qualifications using a weighted grading system totaling 100 points. The Lyngsoe Systems proposal was rated highest with a total score of 521.50 out of 600 possible points (6 reviewers x 100 points each = 600 points) followed by the other four proposals ranging from 508 to a low of 467.1 points. Lyngsoe Systems' was rated No. 1 by three evaluators and No. 2 by two. The evaluation scoring sheet is attached (Exhibit No. 2). Staff has contacted and received excellent recommendations from three of Lyngsoe's references with similar AMH installations: King County Library System, WA; Lee County Library System, FL; and Darien Public Library, Darien, CT.

Lyngsoe Systems has installed more than 150 library AMH systems. Their portfolio of AMH systems also includes airport baggage operations, warehouse supply chain systems and handling 85 percent of the world's mail flow. The library sorting system can handle up to 2,100 items per hour with an accuracy read rate of 98 percent. Lyngsoe Systems proposed cost is \$339,855 for both Beaverton City Library - Main and Beaverton City Library at Murray Scholls. This cost includes a 15 bin destination sorter for the Main Library and an eight bin destination sorter for the Murray Scholls Library. Lyngsoe submitted optional pricing that includes additional Divert locations to the sorter for \$6,207 each. In addition, we reviewed all of the vendors' costs for a six-year period including maintenance and service contracts and found Lyngsoe to be very competitive (see Exhibit No. 3, Cost Summary). The optional pricing for the diverter allows the libraries to make minor alterations to the AMH equipment to add more sorting bins or induction stations and optimize the potential of the automated handling system. The City anticipates installing an additional exterior AMH book drop at the Main Library and an additional interior AMH book drop at Murray Scholls with the estimated total cost of the project not to exceed \$396,000.

Based on the analysis of overall quality of the product, maintenance and cost, staff recommends that the Contract Review Board approve the award to Lyngsoe Systems.

**CITY OF BEAVERTON
PROPOSALS RECEIVED**

**Project: AUTOMATED MATERIALS HANDLING SYSTEM
#2695-12B**

Closing Date: JULY 09, 2012 at 2:00 PM

Proposals Submitted:

- 1. Polaris Library Systems, Norcross, GA**
- 2. Tech Logic Corporation, White Bear Lake, MN**
- 3. PV Supa, Inc., Plan, TX**
- 4. Lyngsoe System Incorporated, Frederick, MD**
- 5. 3M Library Systems, St. Paul, MN**

EVALUATION MATRIX/SCORING SHEET - Automated Material Handling System (Turnkey Solution) #2695-12B

Ranking Instructions:	Points	Evaluation Factor:	Weight
Quality of Response			Pass/Fail
Excellent Response	4	1. Signature Page	Pass/Fail
Good Response	3	2. Transmittal Letter	Pass/Fail
Average Response	2	3. Meet minimum requirements and technical specifications and criteria as described in Scope of Work	10
Poor Response	1	4. Knowledge, Experience & Qualifications of Project Team Members and Firm	6
No Response	0	5. Project Approach & Understanding	5
		6. Contract Price	4

COMPANY: LYNSSGE

Evaluation Factor	Max Points	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	Reviewer 6	Total	Average
1. Signature Page	Pass/Fail	Pass	Pass	Pass	Pass	Pass	Pass		
2. Transmittal Letter	Pass/Fail	Pass	Pass	Pass	Pass	Pass	Pass		
3. Meet minimum requirements and technical specifications and criteria as described in Scope of Work	40	32.50	35	40	28	32	40	207.50	34.58
4. Knowledge, Experience & Qualifications of Project Team Members & Firm	24	21	24	23	18	18	22	126	21.00
5. Project approach & Understanding	20	20	16	20	15	18	20	109	18.17
6. Contract Price	16	16	13	14	12	14	10	79	13.17
Total Points	100	89.50	88	97	73	82	92	521.50	86.92

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EVALUATION MATRIX/SCORING SHEET - Automated Material Handling System (Turnkey Solution) #2695-12B

COMPANY: SIM		Max Points	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	Reviewer 6	Total	Average
1. Signature Page	Pass/Fail	Pass								
2. Transmittal Letter	Pass/Fail	Pass								
3. Meet minimum requirements and technical specifications and criteria as described in Scope of Work	40	35	36	36	28	36	40	40	211	35.17
4. Knowledge, Experience & Qualifications of Project Team Members & Firm	24	18	24	22	15	16	18	18	113	18.83
5. Project approach & Understanding	20	20	18	19	16	16	18	18	107	17.83
6. Contract Price	16	14	15	16	8	12	12	12	77	12.83
Total Points	100	87	93	93	67	80	88	88	508	84.67

COMPANY: POLARIS/BIBLIOTHECA		Max Points	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	Reviewer 6	Total	Average
1. Signature Page	Pass/Fail	Pass	Pass	Pass	Pass	Pass	Pass	Pass		
2. Transmittal Letter	Pass/Fail	Pass	Pass	Pass	Pass	Pass	Pass	Pass		
3. Meet minimum requirements and technical specifications and criteria as described in Scope of Work	40	25.40	35	33	28	38	40	40	199.40	33.23
4. Knowledge, Experience & Qualifications of Project Team Members & Firm	24	13.98	24	22	12	20	20	20	111.98	18.66
5. Project approach & Understanding	20	15	17	20	10	18	20	20	100	16.67
6. Contract Price	16	16	15	12	16	16	16	16	91	15.17
Total Points	100	70.38	91	87	66	92	96	96	502.38	83.73

EVALUATION MATRIX/SCORING SHEET - Automated Material Handling System (Turnkey Solution) #2695-12B

COMPANY: TECHNOLOGIC		Max Points	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	Reviewer 6	Total	Average
Evaluation Factor										
1. Signature Page	Pass/Fail		Pass	Pass	Pass	Pass	Pass	Pass		
2. Transmittal Letter	Pass/Fail		Pass	Pass	Pass	Pass	Pass	Pass		
3. Meet minimum requirements and technical specifications and criteria as described in Scope of Work	40	26.3	35	30	29	36	38	194.30	32.38	
4. Knowledge, Experience & Qualifications of Project Team Members & Firm	24	15.18	24	24	18	18	24	123.18	20.53	
5. Project approach & Understanding	20	10	18	18	15	18	20	99	16.50	
6. Contract Price	16	12	9	17	0	8	6	52	8.67	
Total Points	100	63.48	86	89	62	80	88	468.48	78.08	

COMPANY: PV SUPA		Max Points	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	Reviewer 6	Total	Average
Evaluation Factor										
1. Signature Page	Pass/Fail		Pass	Pass	Pass	Pass	Pass	Pass		
2. Transmittal Letter	Pass/Fail		Pass	Pass	Pass	Pass	Pass	Pass		
3. Meet minimum requirements and technical specifications and criteria as described in Scope of Work	40	27.10	33	35	30	34	40	199.10	33.18	
4. Knowledge, Experience & Qualifications of Project Team Members & Firm	24	12	20	20	18	18	20	108	18.00	
5. Project approach & Understanding	20	15	16	16	15	18	20	100	16.67	
6. Contract Price	16	12	10	16	4	10	8	60	10.00	
Total Points	100	66.10	79	87	67	80	88	467.10	77.85	

City of Beaverton				
Schedule of Automated Materials Handling Cost Proposals				
Purchase Cost and Six Year of Annual Maintenance				
Proposer	Initial Purchase & Installation Cost	Average Annual Maintenance Cost	Total Cost Over the Six Year Period	Total Cost Annualized Over the Six Year Period
Lyngsoe Systems	\$339,885.00	\$21,810.00	\$470,745.00	\$78,457.50
3M Library Systems	\$335,875.00	\$33,390.80	\$536,219.80	\$89,369.97
Bibliotheca	\$279,990.00	\$23,484.39	\$420,896.34	\$70,149.39
Tech Logic	\$419,000.00	\$12,400.00	\$493,400.00	\$82,233.33
PV Supa	\$355,000.00	\$30,764.71	\$539,588.26	\$89,931.38

