

MINUTES
BOARD OF LIBRARY COMMISSIONERS
CITY OF LOS ANGELES

Special Meeting
January 17, 2023

A Special Meeting of the Board of Library Commissioners was held via teleconference at 11:04 a.m. on the above-written date.

1. Roll Call:

Present:	President	Bích Ngọc Cao
	Vice-President	Kathryn Eidmann
	Commissioner	Arianne Edmonds
	Commissioner	Dale Franzen

Absent: None

Also present via teleconference: City Librarian John F. Szabo; Asst. City Librarian Susan Broman; Deputy City Attorney Michael Dundas; Library staff and members of the public.

2. Public Comments: None

3. City Librarian's Reports:

Before presenting the agenda items, the City Librarian gave a verbal status report on various library programs, projects and initiatives.

Consent Items

It was moved by Vice President Eidmann and seconded by Commissioner Franzen to approve findings to continue teleconference meetings pursuant to AB361. The motion passed with 4 Ayes (Cao/Eidmann/Edmonds/Franzen). Noes:0. Absent: 0.

a. Approval of Findings to Continue

Teleconference Meetings Pursuant to AB 361: APPROVED.

(Public Hearing was held at the Regular Meeting of October 14, 2021.)

Determination in accordance with AB 361 Section 3 (e)(3) that, while the state of emergency due to the Covid-19 pandemic, as originally proclaimed by the Governor on March 4, 2020, remains active and/or state or local officials have imposed or recommended measures to promote social distancing, this legislative body has reconsidered the circumstances of the state of emergency and that the state of emergency continues to directly impact the ability of the members to meet safely in person and/or state or local officials continue to impose or recommend measures to promote social distancing.

Discussion Items

- b. Approval to award a contract to Convergent Technologies, LLC, to provide enterprise security cameras and access control systems for Central and Branch Libraries: APPROVED**

City Librarian John F. Szabo recommended approval of the contract with Convergent Technologies, LLC, to provide enterprise security camera and access control systems for the Central Library and Branch Libraries for a term of five years with two one-year options to renew. He stated that 13 proposals had been received and reviewed by a staff panel that ranked Convergent Technologies, LLC as the best proposal. He noted that due to price increases for the project, the Library requested the top 3 firms to resubmit the proposal and after review, the panel selected Convergent Technologies, LLC for the contract.

It was moved by Vice President Eidmann and seconded by Commissioner Franzen to approve the following resolution. The motion passed with 4 Ayes (Cao/Eidmann/Edmonds/Franzen). Noes:0. Absent: 0.

LIBRARY RESOLUTION NO. 2023-1 (C-1)

WHEREAS, on July 23, 2020, the Board of Library Commissioners (Board) approved the release of a Request for Proposals (RFP) to find a qualified and experienced entity to provide and install access control systems and enterprise security camera systems, and to provide maintenance services for the equipment (Library Resolution No. 2020-25); and

WHEREAS, the RFP was released on August 18, 2020, and mandatory pre-proposal conferences were held on September 22, 2020, and November 4, 2020. On February 24, 2021, the Library received thirteen proposals; and

WHEREAS, an evaluation panel of Library employees evaluated the proposals based on the criteria set forth in the RFP and ranked Convergent Technologies, LLC, as the best; and

WHEREAS, in March 2022, Convergent Technologies, LLC, informed the Library of a cost increase due to computer chip shortages, supply chain issues and increased labor costs; and

WHEREAS, in October 2022, Library staff instructed the top three proposers to submit updated price bids. Library staff evaluated the three updated proposals and still ranked Convergent Technologies, LLC, as the best proposal, despite the price increase; and

WHEREAS, on January 17, 2023, the Board found, in accordance with Charter Sections 371(e)(10) and 1022, and Los Angeles Administrative Code Section 10.15(a)(10), that the services to be provided are professional, expert, and technical services of a temporary and occasional nature, and that it is more feasible to have this work performed by an independent contractor than by City employees; and

Library Resolution
No. 2023-1 (C-1) Cont.

WHEREAS, on January 17, 2023, the Board approved the award of a contract to Convergent Technologies, LLC, with the increased cost, for a term of five years with two one-year options to renew at the discretion of the City Librarian, or designee; and

WHEREAS, funds are available to compensate Convergent Technologies, LLC, for services in accordance with the Agreement:

THEREFORE, BE IT RESOLVED, that the Board adopts the recommendations and findings of the City Librarian's Board Report and approves the contract with Convergent Technologies, LLC, to provide enterprise security camera and access control systems for the Central Library and Branch Libraries; and

FURTHER RESOLVED, that the Board authorizes the City Librarian and the City Attorney to make technical and clerical changes, if needed, to the contract; and

FURTHER RESOLVED, that the Board authorizes the Board President and the Board Secretary to execute the contract upon the completion of all required approvals.

4. **Adjournment:** The meeting was adjourned at 11:24 a.m.

ATTEST:

Bích Ngọc Cao
President

Raquel M. Borden
Board Executive Assistant

Approved: 2/9/2023