

## West Sussex County Council

### Proposed Executive Decision for **1 July 2019** call-in deadline **5 p.m. on 10 July 2019**

The following proposed key decision has been endorsed by an officer and will come into effect at the end of the call-in period unless the call-in procedure is activated.

<b>Decision Title &amp; Ref No:</b>	Procurement - Self Service Library Kiosk Replacement OKD10 19/20
<b>Officer responsible for Decision</b>	Lee Harris - Executive Director of Place Services
<b>West Sussex Plan priority</b>	A Council that Works for the Community
<b>Electoral Divisions</b>	All Divisions
<b>Key Decision</b>	Yes
<b>Purpose</b>	<p>Self Service kiosks play a significant part in the operation of today's modern library service. Residents in West Sussex regularly utilise these kiosks to transact a range of library services.</p> <p>The Library Service received late notification of 'end of service' for presently deployed Bibliotheca kiosks, meaning ongoing operation of kiosks past 31 July 2019 would be uncertain and where device faults occurred past the end of the service date this could mean a particular kiosk reaching immediate end of life.</p> <p>The current contract ended in March 2019 so the County Council has negotiated a year of additional maintenance and support arrangement to the end of March 2020. This report concerns the procurement of a replacement product.</p>
<b>Decision</b>	<p>The Executive Director of Place Services is asked to:</p> <ol style="list-style-type: none"><li>1) approve the commencement of a procurement process for a contract to be let for a 5 year period up to the value of £1m, commencing in April 2020; and to</li><li>2) delegate authority for the award of contract to the Director of Communities. A further key decision report will be published as appropriate.</li></ol>
<b>Interest and nature of interest declared</b>	None
<b>Service Contact</b>	Rachel North, Director of Communities - Tel: 033 022 22681
<b>Democratic Services/ Call-in Contact</b>	Erica Keegan Tel: 033 022 26050
<b>Background Papers</b>	See report for details