

To: John Baumgartner, City Manager

From: Gabriella Paiz, Purchasing Supervisor

CC: Meredith Layton, City Librarian
Darla Rance, Assistant City Librarian
Ashley Leblow, Assistant City Librarian
Katrina Hersh, IT Application Specialist
Leighanna Carroll, IT Application Specialist

Date: 8/13/2025

Re: Request for Proposal (RFP 25-024 Integrated Library System)
Evaluation and Award Recommendation

Enclosed for your review and approval is the award recommendation for 25-024 Integrated Library System, released RFP, Proposal Tabulations, recommended awardee's submission, and Evaluation Summary

HISTORY

On June 25, 2025, Request for Proposal (RFP) **#25-024 Integrated Library System** was released to the public. The objective of the solicitation was to find qualified proposers to provide an integrated library system at a price that is most advantageous to and best meets the needs of the City while taking into consideration the evaluation factors set forth in the RFP. The proposals were received and opened on July 29, 2025 at 10:00 a.m. CST.

AWARD RECOMMENDATION

After receiving the **five (5) proposals**, the proposals were evaluated and tabulated. Based on scoring of the pricing as tabulated, references and experience, project methodology, and technical capabilities, the Purchasing Department recommends awarding the contract to ByWater Solutions as the highest scoring, most qualified responsive proposer.

Gabriella Paiz
Gabby Paiz
Purchasing Supervisor