

ITEM No ...5.....

REPORT TO: POLICY AND RESOURCES COMMITTEE – 26 OCTOBER 2015

REPORT ON: COLLECTIONS MANAGEMENT SYSTEM CONTRACT

REPORT BY: EXECUTIVE DIRECTOR OF CORPORATE SERVICES

REPORT NO: 391-2015

1.0 PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to seek Committee approval for the award of contract for a Museum Collections Management system

2.0 RECOMMENDATIONS

- 2.1 The Committee is asked to approve the following:
- a) Agree the outcome of the Tender Evaluation to procure a Museums Collections Management System from Axiell ALM Ltd. for a five year period with the option to extend.
 - b) Note the annual maintenance and hosting costs will be funded by Leisure & Culture Dundee

3.0 FINANCIAL IMPLICATIONS

- 3.1 The cost of the system is £92,611 and will be met from the Council's Renewal & Repair Fund.

4.0 MAIN TEXT

- 4.1 Leisure and Culture Dundee currently have a networked collections management system which is on a preparatory platform. The current Collections Management System is not meeting expectations and requires to be replaced. While it currently displays some content online, there has been challenges with keeping this updated and the current Gallery Interactive Terminals (GITS) and other digital interactives require to be replaced. At present, there are approximately 90,000 unique records on the current CMS from a collection which is believed to have over 150,000 objects. It has been identified that a solution is required for its future development and it is expected that the new CMS will transfer the entire content from this database.
- 4.3 There were 3 companies who submitted a response to the tender. All 3 bidders were invited to present their service offering in more detail.

- 4.4 After full evaluation and detailed verification of the proposals it was determined that the best overall proposal, based on price and quality of the submission, was that of Axiell ALM Ltd. Details of quality and price scores are provided below

Collection Management Systems Tender Assessment Summary				
Tenderer Name	Price Score 30%	Quality Score 70%	Overall Scores	Price & Quality Combined
Axiell ALM Ltd	22.8	70.0	92.8	1
Keep Thinking	16.6	54.5	71.0	3
System Simulations	30.0	62.2	92.2	2

Dundee City Council's Community Benefits through Procurement Policy seeks to secure Community Benefits on all applicable contracts. For this contract contractors were asked to propose how this commission could offer development opportunities for local digital media companies. The successful contractor has offered to provide a facilitated session for local companies to access the product and has proposed a design which will encourage their technology to be shared. Monitoring of these commitments will be carried out with the contractor by Dundee City Council's Community Benefits Officer and will be reported on as part overall the Council's Community Benefits update to be provided to committee on a regular basis.

5.0 POLICY IMPLICATIONS

- 5.1 This Report has been screened for any policy implications in respect Sustainability, Strategic Environmental assessment, Anti-Poverty, Equality Impact Assessment and Risk Management. There are no major issues.

6.0 CONSULTATIONS

- 6.1 The Chief Executive and the Head of Democratic and Legal Services have been consulted in the preparation of this report.

7.0 BACKGROUND PAPERS

- 7.1 None.

Marjory Stewart
Executive Director of Corporate Services

Date: 1 October 2015