

**Recommendation to the Somerset County Library Commission  
for the Award of Contract for  
Support of the CARL Integrated Library System**

**Background**

In May 2017, the Somerset County Library Commission contracted with TLC for data migration, implementation, training, hosting and maintenance services for the CARL Integrated Library System (ILS). They awarded a three (3) year contract to TLC at a cost not to exceed \$175,000 in year one. That contract expires shortly, and the library is interested in procuring ongoing hosting and support services for the CARL ILS.

**Process**

On August 21, 2020 an ad was placed in the Star-Ledger and the Courier News that advertised the availability of an RFP for the ongoing support of the Carl ILS. The RFP and notice were also placed on the library's website. One proposal was received and opened on September 17, 2020, sent by TLC.

**Recommendation**

The proposal received from TLC satisfies all the requirements of the RFP, and the support we have received thus far from TLC for the CARL ILS has been to the library's satisfaction. We recommend awarding a five (5) year contract for hosting and support of the Carl ILS at a cost not to exceed \$109,559.80 in year one.

Brian Morgan  
Lynn Hoffman

**September 24, 2020**