

## **Integrated Library System**

### **Statement of Work**

The Minneapolis VA Medical Center Library Service requires an internet-based integrated library system for the Medical Library and the Health and Wellness Learning Center.

#### **Scope of Work:**

- Vendor hosted web-based Integrated Library System which includes catalog, circulation, and patron modules;
- The catalog must be accessible from any computer on the medical center network;
- The catalog must allow that records of both print and electronic resources be integrated, linked, and searched;
- The circulation module will function to include online check-in and check-out of library materials, tracking of overdue materials, printing of overdue notices, and other related circulation functions required for the maintenance and tracking of library materials such as usage reports;
- The cataloguing module function must include online performance of duties necessary for the maintenance of a library collection consisting of monographs, serials, and audiovisual materials, the ability to import electronic cataloguing records in MARC format, and create reports on collection statistical data (i.e. number of items, copies, materials weeded, etc.);
- The product must provide Z39.50 access to OCLC's WorldCat database that requires authentication. i.e., entering an authorization code and password;
- The product must provide the 1995 Extended Service version of Z39.50 software that allows a library to send data back to WorldCat to attach the Medical Center's holdings code to a title record;
- Technical support to Library staff will be via toll-free telephone assistance, e-mail, or online service during normal duty day Monday-Friday 6:00 a.m. – 5:00 p.m. CST;
- System server and software will be hosted at the vendor's physical location and all software upgrades will be made available to the Minneapolis VAMC without extra charge;
- The system must be available 99% of the time;
- Navigation within the system must be logical and easy to use by library patrons which include providers, residents, students, and volunteers;
- The product must be compatible with most standard web browsers, which have cookies enabled. To insure privacy, the product uses session cookies rather than persistent cookies;
- The product must be compatible with the Windows environment;
- Maintenance and Sustainment support is the responsibility of the vendor. This includes technical support to the Minneapolis VA Library staff;
- There must be access to an unlimited number of Web OPAC users;
- Vendor training must be available on-line to ensure that all staff members are familiar with the current and upgraded features of the product services for the duration of the contract.