

**CAO APPROVAL NOTICE**

The Chief Administrative Officer approved the following recommendation:

**CAO4900**

**APPROVED – February 19, 2019**

THAT the Chief Administrative Officer and City Clerk **EXECUTE** the agreement with OCLC Online Computer Library Center, Inc. (“OCLC”) for the purpose of managing archival content online for City residents (the “Agreement”) in the amounts of:

- \$5,976.35 CAD (plus applicable taxes) annually funded through the Library’s budget 001-5126-5028-02942-0111512.

with the option to increase storage capacity as needed up to 100GB for:

- Collection storage at the cost of \$1,330.25 CAD (plus applicable taxes) annually funded through the library’s budget 001-5126-5028-02942-0111512 AND / OR
- Preservation storage at the cost of \$1,330.25 CAD (plus applicable taxes) annually funded through the library’s budget 001-5126-5028-02942-0111512

to fund the upgraded service, satisfactory in form to the City Solicitor, in financial content to the Chief Financial Officer & City Treasurer, as to functional content to the City Clerk, and in technical content to the Chief Information Officer / Executive Director of Information Technology.

THAT the Manager of End User Support **BE AUTHORIZED** to manage the Agreement and electronically accept any terms and conditions requested by OCLC in connection with the Agreement, satisfactory in form to the City Solicitor, in financial content to the Chief Financial Officer & City Treasurer, as to functional content to the City Clerk, and in technical content to the Chief Information Office/Executive Director of Information Technology.

SI/13403

APPENDICES

Internal Distribution

Manager Business Process Modernization  
Supervisor of Information & Records  
Executive Director of Information Technology  
Purchasing Manager  
City Treasurer  
Chief Administrative Officer

External Distribution