



MEMO

Engineering Department

To: Board of Public Works
From: John Neumeier, Director of Public Works/City Engineer
Date: 2/3/2025
Re: 2f) Authorization to seek proposals for Project 7-25 Kaukauna Public Library Automated Material Handling System (AMHS)

Background information:

The library will be adding a new sorting machine as an innovative solution to help relieve some issues caused by staff shortages. In addition to the sorting machine, we are proposing to upgrade the entire automated system, including three self-checks, two sets of security gates, and replacement radio frequency identification (RFID) pads for all the service desks to be able to utilize the same technologies. Staff has put together a Request for Proposal to be able to evaluate cost and abilities of various options for these needed upgrades.

Strategic Plan: This combination of innovative improvements will help the library to complete more timely and error free work with the current staffing level. Innovation is one of the foundational elements in our Strategic Plan, as it offers a better way of checking in, checking out, and tracking materials and improves existing processes with a reduction in errors.

Budget: Total for all phases was budgeted in in the 2024 Capital Improvement Plan for \$400,000. Estimated AMHS project budget is \$150,000.

Staff Recommended Action:

Authorize Director of Public Works to seek proposals for Project 7-25 Kaukauna Public Library Automated Material Handling System.

