Future of UC Resource Sharing Project Team Phase 2 - Charge
Approved by DOC July 22, 2016

Objective:
The goal of the Future of UC Resource Sharing Project Team Phase 2 (FRSPT Phase 2) is to investigate and conduct single or multiple RFP processes for selecting a resource sharing suite of services for the UC libraries, based on the research and recommendations resulting from the work of the Future of UC Resource Sharing Project Team Phase 1.

Background:
In 2015, OCLC announced that the current University of California ILL management system, VDX, would be sunsetted within two years. This, in combination with emerging service needs in the resource sharing field and continued dissatisfaction with VDX, created an opportunity to review options for UC's migration to a new resource sharing system. In August 2015, the Strategic Action Group 2: Access, Discovery & Infrastructure (SAG2) established the Future of UC Resource Sharing Project Team (FRSPT), charged with investigating and making recommendations for a new suite of resource sharing services.

FRSPT concluded their work in May 2016 with three recommendations, which were endorsed by the DOC at their May 27, 2016 meeting:
- Pursuit of ILLiad as the ILL management system, replacing VDX.
- Further investigation of both Request and Relais D2D (or the combination thereof) as candidates for the consortial borrowing system.
- A set of follow-up activities for the next phase (outlined below in Phase 2 charge and areas to consider).

For the full background and activities of the Phase 1 project team, see the FRSPT Phase 1 Final Report. The FRSPT for Phase 1 was dismissed with thanks for their completed work on July 13, 2016.

Charge for the FRSPT Phase 2:
- Conduct knowledge transfer activities between FRSPT Phase 1 and Phase 2 members, including document sharing.
- Investigate purchasing procedures for both an ILL management system and consortial borrowing system, in terms of single or multiple RFP processes, under the supervision of a UC Purchasing staff member.
- Create a set of functional and technical requirements for both an ILL management system and a consortial borrowing system that is suitable for systematically evaluating products and their vendors within an RFP.
- Prepare RFP under the supervision of a UC Purchasing staff member.
- Review RFP responses for top products and their vendors.
- Evaluate products via vendor visits / demonstrations, sandbox testing, and communication with peer users (for example).
- Evaluate vendors in terms of vendor reliability, vendor performance, and product stability.
- Document budget requirements for the candidate systems.
- Produce recommendations for systems for purchase along with budget proposal.

Areas to Consider:
- Strategic consideration should be given to RLF needs and emerging services such as e-book lending and shared print services.
- Because of the tight integration with the consortial borrowing system, particular attention should be paid to the place of the union catalog and the discovery layer in the UC resource sharing ecosystem.
- Consideration should be given to the successful integration of any new system with the complex network of current systems, including but not limited to: Request, WorldCat Local, the various ILSes at UC campuses and RLFs, and the auxiliary tools used in resource sharing.
- End-user satisfaction should be given some weight in the evaluation of both an ILL management system and a consortial borrowing system.
- Current staff workflows will have to be documented, mapped (if possible), and adjusted to any new system. While the details of this work may be a task better suited to an implementation team, consideration to the complexity and ramifications of these changes should be taken into consideration in the selection of the new system.

Project Sponsor:
- Patricia Martin, CDL

Project Team Members:
The membership of the FRSPT Phase 2 represents a broad spectrum of expertise, knowledge, and perspectives covering:
- Project management
- CDL technical expertise
- Technical interlibrary loan knowledge, including operational knowledge, experience in integrating ILL products with other systems, and knowledge of the NCIP standard
- Resource Sharing/Interlibrary Loan management expertise
- User experience expertise including end user perspective, and participation in evaluation of tightly integrated discovery/delivery products

   Members:
   - Caitlin Nelson, CDL (Project management) – to serve as Project Manager
   - Joe Ferrie, CDL (CDL technical expertise)
   - Jason Newborn, UCD, (Technical ILL knowledge)
   - Tara Gooden, UCSC (Resource Sharing/ILL management expertise)
   - Carlo Medina, UCLA (User experience expertise)

Consultants to the Team:
- Members of the FRSPT Phase 1
- UC Purchasing will be called on for purchasing and RFP expertise (Bala Balakumar, UC Purchasing)
- UC stakeholders from every campus and RLF will be called on as needed for expert consultation (including expertise in ILS management, collection development, shared print, and RLF services, etc.) particularly during information-gathering and testing activities

Deliverables:
- Functional and technical requirements for UC ILL and consortial borrowing systems

- Draft and final versions of RFP
- Recommendations for systems for purchase along with a budget proposal

Tentative Project Schedule:
- Team forms in July/August 2016, reviews charge and membership
- Functional and technical requirements for RFP completed by October 31, 2016
- Draft RFP to DOC by November 30, 2016
- RFP to vendors by December 31, 2016
- Review of RFP responses and evaluation of products completed by April 30, 2016
- Recommendations made to DOC by May 31, 2017

Communication:

The FRSPT Phase 2 will provide regular updates directly to the Project Sponsor and to DOC through the DOC Liaison.