

ACTION FORM BRYAN CITY COUNCIL

DATE OF COUNCIL MEETING: September 9, 2014		DATE SUBMITTED: August 8, 2014	
DEPARTMENT OF ORIGIN: Library Services		SUBMITTED BY: Larry Koeninger	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	STRATEGIC INITIATIVE:
<input type="checkbox"/> BCD	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1ST READING	<input type="checkbox"/> PUBLIC SAFETY
<input type="checkbox"/> SPECIAL	<input checked="" type="checkbox"/> CONSENT	<input type="checkbox"/> 2ND READING	<input checked="" type="checkbox"/> SERVICE
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> STATUTORY		<input type="checkbox"/> ECONOMIC DEVELOP.
<input type="checkbox"/> WORKSHOP	<input type="checkbox"/> REGULAR		<input type="checkbox"/> INFRASTRUCTURE
			<input checked="" type="checkbox"/> QUALITY OF LIFE
<p>AGENDA ITEM DESCRIPTION: Consider extension of annual price agreements for library books and related materials for the Bryan+College Station Public Library System to Baker & Taylor, Inc. (Section I: Books & Audio/Visual Materials and Section III: Processing) in the not-to-exceed amount of \$139,700 and to Bound to Stay Bound Books, Inc. (Section II: Juvenile Pre-Bound Books and Section III: Processing) in the not-to-exceed amount of \$6,500.</p>			
<p>SUMMARY STATEMENT: Eight (8) bid responses and one (1) No Bid regarding annual price agreements for library books and related materials for the Bryan+College Station Public Library System were received and publicly opened on Tuesday, August 7, 2012. Of the eight (8) bid responses, three (3) were complete. It was determined by staff that the bid providing the best value for Section I was submitted by Baker & Taylor, Inc. of Charlotte, NC and the bid providing the best value for Section II was submitted by Bound to Stay Bound Books, Inc. of Jacksonville, IL.</p> <p>The initial two (2) year contract term approved by City Council on September 25, 2012, is nearing completion. The Parties have the option of extending the contracts for up to eight (8) additional one (1) year terms, subject to approval of funding and review of the service provided by the Vendor. Per contract, the unit pricing for extensions remain the same as the original bid pricing. At this time both parties wish to continue the contract.</p> <p>Baker & Taylor and Bound to Stay Bound have been the primary vendors for library books for many years. Both companies have extensive information on the processing needs of the Library System. New vendors would require additional work by staff to provide processing information to a new vendor. Costs for materials would not be significantly lowered.</p>			
<p>STAFF ANALYSIS AND RECOMMENDATION: Staff recommends approval of a contract extension for Section I: Books & Audio/Visual Materials and Section III: Processing to Baker & Taylor, Inc. in the annual not-to-exceed contract of \$139,700.00 and a contract extension for Section II: Juvenile Pre-Bound Books to Bound to Stay Bound Books, Inc. in the annual not-to-exceed contract amount of \$6,500.00.</p> <p>Pricing between the two major book vendors (Baker & Taylor and Follett) do not vary greatly. The Library System's relationship with Baker & Taylor has resulted in quality materials at discounted prices for many years. A change in vendors would result in a large amount of staff time to complete new specifications that are used for pre-processing of materials. Price differences do not justify the staff costs of changing vendors.</p>			
<p>OPTIONS (In Suggested Order of Staff Preference):</p> <ol style="list-style-type: none"> 1. Approve the two (2) recommended vendors to supply their services in the not to exceed amounts 2. Do not approve contract with the two above mentioned vendors and go back out for bid 			

ATTACHMENTS:

1. Signed extension letter from Baker & Taylor, Inc.
2. Signed extension letter from Bound to Stay Bound Books, Inc.

FUNDING SOURCE: General Fund-Library Department – Improvements to Buildings

APPROVALS: Joey Dunn, 8-12-14; Hugh R. Walker, 08/13/2014

APPROVED FOR SUBMITTAL: CITY MANAGER Kean Register, 08-18-2014

APPROVED FOR SUBMITTAL: CITY ATTORNEY Janis K. Hampton, 08-18-2014

Revised 05/2013



CITY OF BRYAN
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August 7, 2014

Baker & Taylor, Inc.
2550 West Tyvola Road, Suite 300
Charlotte, NC 28217

RE: 1st Extension of Contract No. 12-041, Entitled "Annual Price Agreement for Library Books and Related Materials for the Bryan+College Station Public Library System"

Attn: Pricing Services

Please be advised that the above referenced contract will expire as of September 30, 2014 and it is our intent to extend said contract for one (1) additional period of one (1) year, beginning the day following the expiration date of said contract.

If your company is willing and able to extend the contract under the same prices, terms, conditions and provisions as those contained in the original bid/contract, please complete the following information and return this original to me within ten (10) days from the date of this notification.

I, Lee Ann Queen, Director - Pricing Services
Name Title
Baker + Taylor, Inc.
Company Name

agree to extend said contract with the City of Bryan, under the same prices, terms, conditions and provisions as those contained in the original contract, for a period of one (1) year beginning on or about October 1, 2014 and terminating on September 30, 2015, subject to the City of Bryan City Council approval.

Signed By: Lee Ann Queen Date: 8-8-2014

(You may return by US Mail or email schmelar@bryantx.gov)

Susan Chmelar
Susan Chmelar, Buyer
City of Bryan - Purchasing Department



July 24, 2014

Bound To Stay Bound Books, Inc.
1880 West Morton
Jacksonville, IL 62650

RE: 1st Extension of Contract No. 12-041, Entitled "Annual Price Agreement for Library Books and Related Materials for the Bryan+College Station Public Library System" (Section II: Juvenile Pre-Bound Books)

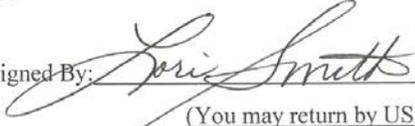
Attn: National Manager/Sales & Marketing

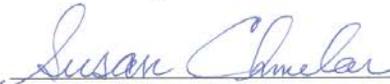
Please be advised that the above referenced contract will expire as of September 30, 2014 and it is our intent to extend said contract for one (1) additional period of one (1) year, beginning the day following the expiration date of said contract.

If your company is willing and able to extend the contract under the same prices, terms, conditions and provisions as those contained in the original bid/contract, please complete the following information and return this original to me within ten (10) days from the date of this notification.

I, LORI SMITH, NATIONAL MANAGER/SALES & MARKETING
Name Title
BOUND TO STAY BOUND BOOKS, INC.
Company Name

agree to extend said contract with the City of Bryan, under the same prices, terms, conditions and provisions as those contained in the original contract, for a period of one (1) year beginning on or about October 1, 2014 and terminating on September 30, 2015, subject to the City of Bryan City Council approval.

Signed By:  Date: 8/1/14
(You may return by US Mail or email schmelar@bryantx.gov)


Susan Chmelar, Buyer
City of Bryan - Purchasing Department