

Meeting Date (?) 08/16/2016

Subject Matter * (?) Extend vendor contracts for library books and related materials for the BCS Library System
This must match rolling agenda entry

Department of Origin * LIBRARY SERVICES

Submitted By * Larry Koeninger

Type of Meeting * BCD Special Regular

Classification * Public Hearing Consent Statutory Regular

Ordinance * None First Read Second Read First & Only Read

Strategic Initiative * Public Safety Service
 Economic Development Infrastructure
 Quality of Life

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 (Section I: Books & Audio/Visual Materials and Section III: Processing) in the not-to-exceed amount of \$150,000 and to Bound to Stay Bound, Inc. (Section II: Juvenile Pre-Bound Books and Section III: Processing) in the not-to-exceed amount of \$7,000.

Summary Statement * Bids were requested in 2012 for "Library Books and Related Materials" for the Bryan+College Station Public Library System. Eight (8) bid responses and one (1) No Bid were received and publicly opened on Tuesday, August 7, 2012. Of the eight (8) responses, three (3) were complete. It was determined by staff that the bid providing the best value for Sections I and III 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, Inc. of Jacksonville, IL.

The initial two (2) year contract term approved by City Council on September 25, 2012, and then was extended for one (1) year by City Council on August 26, 2014, and again on September 22, 2015.

After the initial two (2) year contract term, the Parties have the option of extending the contracts for up to seven (7) 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.

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, with low probability of reducing overall costs for materials.

Staff Analysis & Recommendation * Staff recommends approval of a one-year 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 \$150,000.00 and a one-year contract extension for Section II: Juvenile Pre-Bound Books and Section III: Processing to Bound to Stay Bound Books, Inc. in the annual not-to-exceed contract amount of \$7,000.00.

The Library System's relationship with Baker & Taylor has resulted in quality materials at discounted prices for many years. A change in vendors would require a large amount of effort to complete new specifications for pre-processing of materials, with low probability of reducing overall costs.

If approved, this extension will be the third of seven one-year extensions.

Options *

(In Suggested Order of Staff Preference)

1. Approve the two (2) recommended vendors to continue supplying services in the not to exceed amounts.
2. Do not approve contract with the two (2) above mentioned vendors and go back out for bid.

Funding Source *

Costs associated with these contract extensions are provided for in the General Fund-Library Department annual budget (Improvements to Buildings category/ line item).

Attachments

B&T-BTSB.pdf

684.75KB

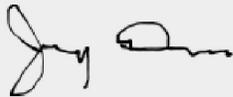
Please detail attachments and note attachments available for viewing in City Secretary's Office:
(Note: both attachments are in a single pdf document)

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

Dept. Head Signature



Deputy City Manager Signature



City Manager Signature



City Attorney Signature

