

AUSTIN CITY COUNCIL

AGENDA



Thursday, March 01, 2007

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Purchasing Office RECOMMENDATION FOR COUNCIL ACTION

ITEM No 22

Subject Authorize award and execution of a 36-month requirements supply contract with INGRAM LIBRARY SERVICES, INC , La Vergne, TN, for the purchase of books and cataloging/processing services in an estimated amount not to exceed \$6,394,398, with three 12-month extension options in an estimated amount not to exceed \$2,131,466 per extension option, for a total estimated contract amount not to exceed \$12,788,796

Amount and Source of Funding Funding in the amount of \$870,355 is available in the Fiscal Year 2006-2007 Operating Budget of the Library Department Funding in the amount of \$373,000 is available in the Fiscal Year 2006-2007 Capital Budget of the Library Department Funding for the remaining 29 months of the original contract period and extension options is contingent upon available funding in future budgets

Fiscal Note A fiscal note is attached

Additional Backup Material

(click to open)

- ☐ Fiscal_Note
- ☐ INGRAM_BID_TAB

For More Information Sydney Ceder, Senior Buyer/974-2035

Purchasing Language Lowest bid of three bids received

MBE/WBE This contract will be awarded in compliance with Chapter 2-9D of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program) No subcontracting opportunities were identified, therefore, no goals were established for this solicitation

This contract is for the purchase of adult and juvenile books for the Austin Public Library, including the Austin History Center, the John Henry Faulk Central Library and the current 20 branch libraries The contract will also provide opening day collections for the new North Village branch, Spicewood Springs branch, Central branch, and for other branch expansions that occur during the duration of the contract The vendor will provide processing/cataloging services and will ship books directly to the branch libraries, ready for user checkout This contract encompasses both hardback and paperback books, including newly published novels and reference books

MBE/WBE Solicited 1/1 MBE/WBE Bid 0/0

PRICE ANALYSIS a Adequate competition b Forty notices were sent including one MBE and one WBE Three solicitations were issued Three bids were received with no response from MBE/WBE One "No Bid" was received c The discount offered represents a 2.5% increase from the previous discount offered for trade books in July 2003

APPROVAL JUSTIFICATION a Lowest bid b The Purchasing Office concurs with the Library Department's recommended award c Advertised in the Austin American-Statesman and on the Internet

**CIP BUDGET
FISCAL NOTE**

DATE OF COUNCIL CONSIDERATION:
WHERE ON AGENDA:
DEPARTMENT:

03/01/07
Resolution
Library

DESCRIPTION: Authorize award and execution of a 36-month requirements supply contract with **INGRAM LIBRARY SERVICES, INC.**, La Vergne, TN, for the purchase of adult and juvenile books and cataloging/processing services in an estimated amount not to exceed \$6,394,398, with three 12-month extension options in an estimated amount not to exceed \$2,131,466 per extension option, for a total estimated contract amount not to exceed \$12,788,796

FINANCIAL INFORMATION

Project Name.	North Village Branch Library Replacement Project
Project Authorization:	2006-2007 Capital Budget
Project Source:	1998 GO Bond Election, Prop 6
Fund/Department/Unit:	8101-8507-6005

Current Appropriation	\$ 4,890,000
Unencumbered Balance	\$ 3,805,830
Amount of This Action	\$ <u>(373,000)</u>
Remaining Balance	\$ 3,432,830

Financial Manager William Mabee

Date 2/5/07

BID TABULATION

IFB# SSC006

Library Books, Adult & Juvenile – Annual Supply Agreement
(18 line items)

<u>Vendor</u>	<u>Total Price</u>
Ingram Library Services La Vergne, Tennessee	\$2,131,465.50
Baker & Taylor Charlotte, North Carolina	\$2,249,122 50
Brodart Company Williamsport, Pennsylvania	\$2,262,816 00

A bid tabulation is on file in the Purchasing Office