

AGENDA



Thursday, May 13, 2010

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION**

Item No. 25

Subject: Authorize award and execution of a 12-month requirements supply contract with INGRAM LIBRARY SERVICES, Austin, Texas for the purchase of miniature Playaway digital audiobooks in an estimated amount not to exceed \$50,000, with two 12-month extension options in an estimated amount not to exceed \$50,000 per extension option, for a total estimated contract amount not to exceed \$150,000.

Amount and Source of Funding: Funding in the amount of \$20,834 is available in the Fiscal Year 2009-2010 Operating Budget for the Austin Public Library Department. Funding for the remaining seven months of the original contract period and extension options is contingent upon available funding in future budgets.

Fiscal Note: There is no unanticipated fiscal impact. A fiscal note is not required.

For More Information: Cruz Banda, Buyer II/974-2133

Purchasing Language: Lowest bid of four 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 will supply a variety of book titles that can be checked out through the use of Playaways for the Library Department. Playaways come with a built-in player, digital book content already pre-loaded, and includes earbuds and a battery. These smaller devices allow customers to check out audiobooks rather than a book or a book on a CD format. These devices allow listeners to play, adjust the volume, adjust the speed of the narrator's voice, bookmark the spot when turned off, and go forward and back while listening to the book. Playaways are the simplest way to listen to audio on the go.

MBE/WBE solicited: 1/0

MBE/WBE bid: 0/0

PRICE ANALYSIS

- a. Adequate competition.
- b. Twenty notices were sent, including one MBE. There are no known WBEs available for this commodity. Five bids were received, with no response from the MBE.
- c. This is the first contract of this type; therefore, there is no pricing history available.

APPROVAL JUSTIFICATION

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