

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	17254	Agenda Number	54.
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Meeting Date:	August 2, 2012
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Department:	Purchasing
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Subject

Authorize award and execution of a 36-month requirements supply agreement with BAKER & TAYLOR, INC. to provide music compact discs for the Austin Public Library Department in an estimated amount not to exceed \$315,000, with three 12-month extension options in an estimated amount not to exceed \$105,000 per extension option, for a total estimated contract amount not to exceed \$630,000.

Amount and Source of Funding

Funding in the amount of \$7,000 is available in the Fiscal Year 2011-2012 Operating Budget of the Library Department. Funding in the amount of \$10,500 is available in the Fiscal Year 2011-2012 Capital Budget of the Library Department. Funding for the remaining 35 months of the original contract period and extension options is contingent upon available funding in future budgets.

Fiscal Note

A fiscal note is attached.

Purchasing Language:	Lowest bid received.
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Prior Council Action:	
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For More Information:	Sharon Patterson, Senior Buyer, 974-2995
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Boards and Commission Action:	
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Related Items:	
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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.
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Additional Backup Information

This contract will establish a supply agreement for the purchase of musical compact discs (CDs) for the Austin Public Library; including the Austin History Center, twenty branch libraries, and the new Central Library currently planned to open in 2016.

The CDs purchased from this contract will encompass all musical styles and will be made available for checkout by Austin Library patrons. In addition, this contract will provide the Library Department the ability to begin building their inventory for the new Central Library. In support of Austin being "The Live Music Capital of the World", the Library Department currently has plans to offer a wider selection of music CDs at the new Central Library. The music CDs offered at the new Central Library will include current playlists, local artists, music from various genres and languages, and artists who have been featured at the different musical festivals which Austin plays host to, such as SXSW and ACL.

The contract includes the provision of processing services for the Library. Processing consists of re-casing the CD's in CD strongboxes, supplying digital cover art with a bar code embedded on the cover art, and hub rings also printed with the bar code information.

MBE/WBE solicited: 1/0

MBE/WBE bid: 0/0

BID TABULATION

IFB SAP0163
(6 line item)

Baker & Taylor Charlotte, NC	\$60,930.00
Midwest Tape, LLC Holland, OH	\$66,500.00
Book Wholesalers, Inc. McHenry, IL	\$68,800.00

A copy of the complete bid tabulation is on file in the Purchasing Office and is on the City of Austin, FASD Purchasing Office website. The expenditures for the first 12 months of this contract are estimated to be \$105,000.

PRICE ANALYSIS

- Adequate competition.
- Thirty-three notices were sent, including one MBE. There are no known WBEs for this commodity code. Three bids were received. The MBE did not respond.
- The pricing offered represents a 7% decrease from the last contract awarded in 2008.

APPROVAL JUSTIFICATION

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