

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council

Item ID:

73162

Agenda Number

40.

Meeting Date:

August 31, 2017

Department:

Purchasing

Subject

Authorize negotiation and execution of four contracts with Baker & Taylor, LLC, Ingram Library Services Inc., Recorded Books Incorporated, and Midwest Tape LLC, to provide spoken word audio books on compact disc, each with an initial term of two years, and each with three one year extension options, for total contract amounts not to exceed \$1,075,000, divided among the contractors.

Amount and Source of Funding

Funding in the amount of \$18,000 is available in the Fiscal Year 2016-2017 Operating Budget of the Austin Public Library. Funding for the remaining 23 months of the initial contract term and extension options are contingent upon available funding in future budgets.

Fiscal Note

A fiscal note is not required.

Purchasing
Language:

Professional Services

Prior Council
Action:

For More
Information:

Inquiries should be directed to the City Manager's Agenda Office, at 512-974-2991 or AgendaOffice@ austintexas.gov or to Monica McClure, at 512-974-1714 or Monica.McClure@ austintexas.gov

Boards and
Commission
Action:

Related Items:

MBE / WBE:

This contract was awarded in compliance with City Code Chapter 2-9C Minority-Owned and Women-Owned Business Enterprise Procurement Program. For the services required for this contract, there were no subcontracting opportunities; therefore, no goals were established.

Additional Backup Information

The contract will provide the Austin Public Library (APL) with audiobooks in a compact disc format. APL has selected four vendors that have contracts with different publishing companies which provide exclusive access to the titles, authors and subject matter that library patrons' request. The four vendors selected provide a wide array of languages other than English. In an effort to minimize labor and materials costs, the selected vendors will provide the value-added service of online ordering and invoicing, cataloging, security tagging and drop shipping of the audiobooks to individual branch libraries. The four selected vendors have worked with APL for over five years and are fully acquainted with the APL cataloging process and the City's current online ordering requirements. APL seeks to provide its patrons with complete access to the titles, authors and subject matter that they have come to expect.

The four vendors provide the required access to inventory as well as the best value to the APL system. Smaller vendors are not able to provide access to the vast inventory required nor the breadth of titles and pricing needed by APL. The smaller vendors do not have similar contracts with publishing companies that the larger vendors have secured. The four vendors selected for these contracts are the only companies that provide the full scope and range of services needed by APL.

This contract replaces the current contract that expires on October 12, 2017. Three of the four vendors proposed for the new contract are current providers of these services. The yearly spend for the current contract is \$125,000. The estimated quantities for the new contract were determined based upon an analysis of yearly purchases with an allowance for growth in the City and increased demand for audiobooks over the life of the contract.

If a contract is not secured, the City will have to perform repetitive spot purchases that increase administrative costs for procurement of commodities necessary to maintain the full array of service offerings at the APL's.

BAKER & TAYLOR, LLC. INGRAM LIBRARY SERVICES, INC. and RECORDED BOOKS INCORPORATED and MIDWEST TAPE LLC.

	Contract Term	Contract Amount	Contract Amendment	Revised Amount
Initial Term	2	\$ 430,000	n/a	n/a
Extension Option 1	1	\$ 215,000	n/a	n/a
Extension Option 2	1	\$ 215,000	n/a	n/a
Extension Option 3	1	\$ 215,000	n/a	n/a
TOTAL	5	\$ 1,075,000	\$ -	\$ -