



**Purchasing Contract
CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 25
AGENDA DATE: Thu 05/19/2005
PAGE: 1 of 2**

SUBJECT: Authorize execution of a contract with SCHOOL SPECIALTY, INC, Austin, TX, for the purchase and installation of library shelving for the Henry S. Terrazas Branch Library in an amount not to exceed \$72,983.83.

AMOUNT & SOURCE OF FUNDING: Funding is available in the Fiscal Year 2004-2005 Approved Capital Budget of the Library Department.

FISCAL NOTE: A fiscal note is attached

REQUESTING Purchasing
DEPARTMENT: for Library;

**DIRECTOR'S
AUTHORIZATION:** Vickie Schubert

FOR MORE INFORMATION CONTACT: R.C. Hernandez, Senior Buyer/974-6434

PRIOR COUNCIL ACTION: N/A

BOARD AND COMMISSION ACTION: N/A

PURCHASING: Low bid of two bids received.

MBE / WBE: This contract will be awarded in compliance with Chapter 2-9 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 and installation of Wilsonstak library shelving for the Henry B. Terrazas Branch Library. Since 1996, fiscal and public safety concerns (related to the type of shelving used for the multitude of heavy books) lead to the selection of this manufacturer's item as the chosen standard by the Library Department.

On November 3, 1998, the voters approved a bond issue for the design, construction, and furnishings for the expansion of the Henry B. Terrazas Branch Library. The expanded 10,743 square foot library will provide needed facilities and services for adults and children of the East Cesar Chavez neighborhood and surrounding areas. The project includes space for check out, reference, children's programming, study and reading areas, automatic catalog accessing, Internet terminals, Dell Wired for Youth, and the Victory Tutoring program. Further, it includes other support functions like a multipurpose room for large group meetings, restrooms, display area, offices, and storage rooms. Adequate parking, a plaza, and an interior book drop are also included.

This product will be purchased for purposes of compatibility and standardization of shelving. If different design shelving or equal is used, the Library Department is not able to combine shelving components in a structurally interchangeable fashion, and can not safely utilize the varied, mismatched types of shelving to equip new or expanded facilities. For structural soundness, all shelving stacks in a library, both free-standing and wall-mounted ranges alike, must mechanically mesh and interlock perfectly to support the considerable weight of the books. Otherwise, a hazard to public and staff safety is created.



**Purchasing Contract
CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 25
AGENDA DATE: Thu 05/19/2005
PAGE: 2 of 2**

MBE/WBE solicited: 2/3

MBE/WBE bid: 0/0

BID TABULATION
IFB No. RH05100050
Wilsonstak Library Shelving
(42-Line Items)

<u>Vendor</u>	<u>Total Price</u>
SCHOOL SPECIALTY INC. AUSTIN, TEXAS	\$72,983.83
Austin Business Furniture Austin, Texas	\$80,343.18

A complete bid tabulation is available in the Purchasing Office.

PRICE ANALYSIS

- Adequate Competition.
- Seventy-five notices were sent including two MBEs and three WBEs. Six solicitations were issued with no MBEs/WBEs. Two bids were received.
- The current pricing represents a 56% decrease from the last purchase made June 2003. This is attributed to the fact that less shelving is being purchased.

APPROVAL JUSTIFICATION

- Low bidder.
- Library Department concurs with the recommended award herein.
- Advertised in the Austin American Statesman and Internet.

**CIP BUDGET
FISCAL NOTE**

DATE OF COUNCIL ACTION:
WHERE ON AGENDA:
DEPARTMENT:

05/19/05
Resolution
Library

SUBJECT: Authorize execution of a contract with SCHOOL SPECIALTY, INC., Austin, Texas, for the purchase and installation of library shelving for the Henry S. Terrazas Branch Library in an amount not to exceed \$72,983.83.

Parent Project Name: Terrazas Library Expansion
Project Authorization: 2004-2005 Approved Capital Budget
Funding Source: 1998 GO Bond Election, P4
Fund/Agency/Orgn: 8101-857-6002

Current Appropriation:	\$3,635,000
Unencumbered Amount:	\$ 406,930
Amount of This Action:	\$ 72,983.83
Remaining Balance:	\$ 333,946.17

Use of Remaining Balance:

Remaining funds will be used for construction and equipment as necessary to complete the Terrazas Branch Library Expansion Project.

Austin Public Library Financial Manager:

Signature *Delana M. Bey*

Date: *4/27/05*