



**Purchasing Supply Agreement
CITY OF AUSTIN
RECOMMENDATION FOR COUNCIL ACTION**

AGENDA ITEM NO.: 26
AGENDA DATE: Thu 04/15/2004
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SUBJECT: Authorize execution of Amendment No. 1 to a contract with INGRAM LIBRARY SERVICES INC., LaVergne, TN and BAKER & TAYLOR, INC., Charlotte, NC, for adult and juvenile books and cataloging/processing services, to increase the contract in an amount not to exceed \$197,121.86, for a revised current year contract amount not to exceed \$985,609.33, with the total agreement amount not to exceed \$2,365,462.41.

AMOUNT & SOURCE OF FUNDING: Funding in the amount of \$197,121.86 is available in the Fiscal Year 2003-2004 Approved Operating Budget of the Library Department.

FISCAL NOTE: There is no unanticipated fiscal impact. A fiscal note is not required.

REQUESTING Purchasing
DEPARTMENT:for Library;

DIRECTOR'S
AUTHORIZATION: Vickie Schubert

FOR MORE INFORMATION CONTACT: Mick Osborne, Sr. Buyer/974-2995

PRIOR COUNCIL ACTION: July 17, 2003, Approved original contract in an amount not to exceed \$788,487.47, with two 12-month extension options in an amount not to exceed \$788,487.47 per extension for a total agreement amount not to exceed \$2,365,462.41.

BOARD AND COMMISSION ACTION: N/A

PURCHASING: N/A

MBE / WBE: This contract was 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 contract.

This contract provides adult and juvenile books and book cataloging/processing services for the Austin Public Library, including the Austin History Center, the John Henry Faulk Central Library and the twenty branch libraries.

For this contract, Ingram Library Services is the primary vendor and Baker & Taylor is the secondary vendor. The primary vendor provides books and cataloging/processing services and ships books directly to the branch libraries, ready to put on the shelf. The secondary vendor supplies books that cannot be provided by the primary vendor. The books supplied by the secondary vendor are cataloged and processed by Library staff.

Amendment No. 1 will increase the current year contract amount by \$197,121.86 and will provide for approximately 12,220 additional books for the Austin Public Library. The first extension option amount will be decreased by \$197,121.86 and therefore, the total agreement amount remains the same. In the fourth quarter of Fiscal Year 2003, with increasing personnel savings, an operational decision was made to pursue purchases of additional materials. The decision was made to use the book contract vendors for most of these additional purchases. As a result, the Library will need these additional funds added to the contract to make Fiscal Year 2004 purchases.