



Recommendation for Action

File #: 19-1836, **Agenda Item #:** 31.

6/6/2019

Posting Language

Authorize award of three contracts with Baker & Taylor, LLC, Ingram Library Services, LLC, and Waldorf Publishing, to supply the Austin Public Library with adult and juvenile books, each for a term of five years in an amount not to exceed \$14,600,000 divided among the contractors.

(Note: This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C, Minority Owned and Women Owned Business Enterprise Procurement Program. For the services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established).

Lead Department

Purchasing Office.

Client Department(s)

Austin Public Library.

Fiscal Note

Funding in the amount of \$973,000 is available in the Fiscal Year 2018-2019 Operating Budget of the Austin Public Library. Funding for the remaining contract term is contingent upon available funding in future budgets.

Purchasing Language:

The Purchasing Office issued an Invitation for Bids (IFB) 8500 LGB1000 for these goods and services. The solicitation issued on March 11, 2019 and it closed on March 26, 2019. Of the eight offers received, the recommended contractors submitted the lowest responsive offers. A complete solicitation package, including a tabulation of the bids received, is available for viewing on the City's Financial Services website, Austin Finance Online. Link: [Solicitation Documents](https://www.austintexas.gov/financeonline/account_services/solicitation/solicitation_details.cfm?sid=128771)
<https://www.austintexas.gov/financeonline/account_services/solicitation/solicitation_details.cfm?sid=128771>.

For More Information:

Inquiries should be directed to the City Manager's Agenda Office, at 512-974-2991 or AgendaOffice@austintexas.gov <<mailto:AgendaOffice@austintexas.gov>>.

NOTE: Respondents to this solicitation, and their representatives, shall continue to direct inquiries to the solicitation's Authorized Contact Person: Linell Goodin-Brown, at 512-974-2830 or Linell.Brown@austintexas.gov <<mailto:Linell.Brown@austintexas.gov>>.

Additional Backup Information:

These contracts are for the purchase of adult and juvenile books and will include cataloging and processing services for the Austin Public Library (APL). These contracts will provide both hardback and paperback books, including newly published novels and reference books. The books will be fully cataloged and processed as "shelf ready" in accordance with APL requirements for immediate checkout by library card-holders. Having access to a variety of titles is essential to meet the public's needs and each contractor has access to a unique

set of titles.

In addition to cataloging and processing services, contractors will provide access to their online ordering systems. Some features of the online ordering system include the ability to track orders, provide real-time inventory information, download reports, access pre-publication announcements, advance notification of upcoming release dates, and other features which will aid APL staff in the development and selection of its book collection.

These contracts will replace an existing contract, which expires on July 5, 2019. The requested authorization amounts for these contracts was determined using departmental estimates and historical spend.