



# City Council Report

**Date:** July 5, 2016  
**To:** City Council  
**Through:** Alex Deshuk, Chief Innovation Officer  
**From:** Edward Quedens, MPA, C.P.M., CPPO, Business Services Director  
Matt Bauer, MBA, CPPO, CPPB, CPSM, Procurement Administrator  
**Subject:** One-Year Renewal of the Term Contract for Library Media Materials for the Library Services Department **(Citywide)**

## Purpose and Recommendation

Council is requested to approve the Renewal of the Term Contract for Library Media Materials as recommended.

The Library Services Department and Purchasing recommend authorizing a one-year renewal with Midwest Tape (Primary); and Recorded Books, LLC (Secondary); cumulatively not to exceed \$250,000.00.

## Background / Discussion

The Library system consists of a Main library that includes a central technical services operation for the system and four Library branches. In FY 2015/16, the Library had approximately 305,000 titles and 498,000 volumes in all formats and an estimated annual circulation of 3,500,000. The Library and 11 other libraries in Maricopa County participate in a reciprocal borrowing agreement.

This contract provides library materials to build and maintain Mesa Public Library's resource collection including, audio-visual materials, and related services. It facilitates the entire selection/ordering/receiving/invoicing process. Materials include: Spoken word (compact disc/MP3), Playaway (preloaded dedicated media player), Spoken word (digital format), DVD/BluRay, Downloadable digital media (including but not limited to streaming audio/video/music, electronic books or magazines), and materials in Spanish language.

Council approved the initial two-year contract with renewal options on August 26, 2013. Management approved the first, one-year renewal contract on July 15, 2015. This is the second and final, one-year renewal option.

Midwest Tape and Recorded Books, LLC both offered to renew the contract without a price increase. The City has been satisfied with each vendor's performance. This contract continues to be in the City's best interest and it is advantageous to renew the contract.

## Alternatives

Council may choose not to authorize the purchase and new responses will be solicited.

## **Fiscal Impact**

The annual contract amount is available in the Library Services Department operating budget.

## **Coordinated With**

Library Services and Purchasing

## **PURCHASING INFORMATION**

Action: Renewal

Procurement Type: Request for Proposals

Solicitation Number: 2013138

Responses Received: 4

Initial Contract Term: Two Years

Renewal Term: One Year (Final)

## **RENEWAL RECOMMENDATION**

### **Primary Award**

***Midwest Tape***

**Holland, OH**

### **Secondary Award**

***Recorded Books, LLC***

**Prince Frederick, MD**

Description
Library Media Materials per Contract No. 2013138, Terms and Conditions, Specifications and Pricing as offered
<b>Annual Contract Amount: <u>\$250,000.00</u></b> (cumulatively not to exceed)

