



City Council Report

Date: December 3, 2018
To: City Council
Through: Michael Kennington, Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: One-Year Renewal to the Term Contract for Library Collection Services for the Library Services Department **(Citywide)**

Recommendation

Council is requested to approve the contract renewal as recommended.

The Library Services Department and Purchasing recommend authorizing the renewal with Unique Management Services, Inc., at \$30,000, based on estimated usage.

Background / Discussion

Mesa Public Library has four library facilities with holdings of over 290,000 titles and 479,000 physical items. In 2015, there were approximately 184,000 borrowers registered and a circulation of 2,838,550 in FY 2013-2014. Mesa Public Library participates in a reciprocal borrowing program with other public libraries in Maricopa County through an Intergovernmental Agreement with the Maricopa County Library District.

This contract provides a debt collection agency to perform debt collection services pursuing delinquent patron accounts over \$75.00. The limit was set to maximize the Library's net returns, both in recovering overdue library materials and overdue library fees.

Unique Management Services has agreed to renew the contract without a pricing increase, has held pricing for over seven years and has serviced the City's library patron collection accounts since January of 2015. The current price of \$8.95 is the same pricing as under the Tempe contract, and has not increased since the contract was awarded by Tempe in 2011. The Maricopa County debt collections contract is set at a flat 18% rate based on debt amount. Under the \$75 scenario, Mesa would be charged \$13.50.

Unique Management Services as a collections services vendor works only with library collections and its electronic file transfer process integrates directly with Mesa Public Library's integrated library system (Polaris). The City has been satisfied with the vendor's performance. This contract continues to be advantageous to the City and it is in the City's best interest to renew the contract.

Purchase Information

Action: Renewal (2nd of 2 possible)

Procurement Type: Request for Proposals

Contract Number: 2015060

Responses Received: Single

Original Council Award Date: 1/12/2015

Initial Contract Term: Three years

Funding Source: Library Services Department operating budget