



# City Council Report

**Date:** August 24, 2020  
**To:** City Council  
**Through:** Michael Kennington, Deputy City Manager/Chief Financial Officer  
**From:** Edward Quedens, Business Services Director  
Matt Bauer, Procurement Administrator  
**Subject:** One-Year Renewal with a One-Year Renewal Option to the Term Contract for Large Print Library Books for the Library Department **(Citywide)**

## Recommendation

Council is requested to approve the contract renewal as recommended.

The Library Department and Purchasing recommend authorizing the renewal with BroDart Co.; and Cengage Learning, Inc.; at \$60,000 annually, or the adjusted Consumer Price Index.

## Background / Discussion

The Library system consists of a Main library that includes a central technical services operation for the system and four Library branches. The Library system had approximately 302,000 titles and 465,000 volumes in all formats and large print volumes in 2017, and the annual circulation of 3,475,000 in FY 2016. The Library system and 11 other libraries in Maricopa County participate in a reciprocal borrowing agreement.

This contract provides large print books and other professional services such as outsourcing library materials processing for efficiency from well-established wholesale suppliers. These materials are used to replenish older items and provide current content so that patrons will have new material throughout the year at all locations.

Both vendors are responsive to the City's needs and have fulfilled the contract requirements in a satisfactory manner. Purchasing believes it is unlikely that the city can get better pricing through a re-solicitation. 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 (1<sup>st</sup> of 2 possible)  
Procurement Type: Request for Bids  
Contract Number: 2017204  
Original Council Award Date: 7/10/2017  
Initial Contract Term: Three years  
Possible Renewals: One-year renewal subject to Administrative review and approval  
Funding Source: Library Department operating budget