



**PURCHASING ITEM  
FOR  
COUNCIL AGENDA  
CA15-001**

**1. Agenda Item Number:**

19

**2. Council Meeting Date:**  
October 23, 2014

**TO: MAYOR & COUNCIL**

**3. Date Prepared:** September 22, 2014

**THROUGH: CITY MANAGER**

**4. Requesting Department:** City Manager –  
Cultural Affairs

**5. SUBJECT:** Extension of Agreement No. CS3-525-3145 for Library Materials & Related Services.

**6. RECOMMENDATION:** Recommend approval of Amendment #1 to extend Agreement No. CS3-525-3145 for Library Materials & Related Services to Baker & Taylor, Inc., and Midwest Tape, LLC, in a combined total amount not to exceed \$1,450,000 for the first optional two-year renewal period.

**7. HISTORICAL BACKGROUND/DISCUSSION:** The Library contracts with book and media vendors to obtain the best discount for library materials. These agreements will enable the library to continue to receive the best prices for hardcover and paper cover materials of adult fiction and nonfiction, youth fiction and nonfiction, children's picture books and board books, reference books, leased material, audio books, DVDs, CDs and electronic books. The items purchased from these vendors are discounted up to 46.5% and come preprocessed so that they can quickly be made available to library customers.

**8. EVALUATION PROCESS:** On June 18, 2012, staff issued a Request for Proposals (RFP) for Library Materials & Related Services. The committee recommended award to Baker & Taylor and Midwest Tape due to their experience, ability to meet scope of work, capabilities, delivery and inventory selection and lowest pricing and highest percentage discount offered. The first extension is for a two-year period, November 1, 2014 through October 31, 2016 with an option to extend for one additional two-year period.

**9. FINANCIAL IMPLICATIONS:** Funds for this request are allocated from General Fund Library Education Supplies 101.4310.5320.000000

**10. PROPOSED MOTION:** Move to approve Amendment #1 to extend Agreement No. CS3-525-3145 for Library Materials & Related Services to Baker & Taylor, Inc., and Midwest Tape, LLC, in a combined total amount not to exceed \$1,450,000 for the first optional two-year renewal period.

**APPROVALS**

**11. Requesting Department**

*Brenda Brown*

Brenda Brown, Library Manager

**12. Department Head**

*Mark M. Eynatten*

Mark M. Eynatten, Cultural Affairs Director

**13. Procurement Officer**

*Juan Martinez*

Juan Martinez

**14. City Manager**

*Rich Dlugas*

Rich Dlugas

AMENDMENT NUMBER ONE  
TO AGREEMENT BETWEEN THE CITY OF CHANDLER  
AND  
BAKER & TAYLOR, INC.  
FOR LIBRARY MATERIALS AND RELATED SERVICES  
AGREEMENT NO. CS3-525-3145

This Amendment #1 to that certain Agreement between the City of Chandler (CITY) and Baker & Taylor, Inc. (CONTRACTOR) for Library Materials and Related Services dated September 28, 2012, and is entered into this \_\_\_\_\_ day of October, 2014.

NOW THEREFORE, the parties agree as follows:

1. This contract is extended for a two-year period, November 1, 2014 through October 31, 2016.
2. All other terms and conditions of the above referenced Agreement shall remain unchanged and in full force and effect. All terms and conditions in the original Agreement not specifically amended herein shall be incorporated by reference in its entirety and shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have hereunto subscribed their names this \_\_\_\_\_ day of October, 2014.

CITY OF CHANDLER:

CONTRACTOR: *Baker & Taylor, Inc.*

By: \_\_\_\_\_  
Mayor

By: *Lee Ann Queen*  
Title: *Director - Printing Services*  
*10-3-2014*

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney *[Signature]*

ATTEST: (If corporation)

ATTEST:  
\_\_\_\_\_  
City Clerk

*[Signature]*  
*Jeffrey Leonard*  
*Secretary Chief Financial Officer*  
*10-3-2014*

WITNESS: (If individual or Partnership)  
\_\_\_\_\_

[SEAL]

AMENDMENT NUMBER ONE  
TO AGREEMENT BETWEEN THE CITY OF CHANDLER  
AND  
MIDWEST TAPE, LLC.  
FOR LIBRARY MATERIALS AND RELATED SERVICES  
AGREEMENT NO. CS3-525-3145

This Amendment #1 to that certain Agreement between the City of Chandler (CITY) and Midwest Tape, LLC. (CONTRACTOR) for Library Materials and Related Services dated September 28, 2012, and is entered into this \_\_\_\_\_ day of October, 2014.

NOW THEREFORE, the parties agree as follows:

1. This contract is extended for a two-year period, November 1, 2014 through October 31, 2016.
2. All other terms and conditions of the above referenced Agreement shall remain unchanged and in full force and effect. All terms and conditions in the original Agreement not specifically amended herein shall be incorporated by reference in its entirety and shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have hereunto subscribed their names this \_\_\_\_\_ day of October, 2014.

CITY OF CHANDLER:

By: \_\_\_\_\_  
Mayor

CONTRACTOR:

By:  \_\_\_\_\_  
Title: Vice President

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney 

ATTEST:

\_\_\_\_\_  
City Clerk

ATTEST: (If corporation)

\_\_\_\_\_  
Secretary

WITNESS: (If individual or Partnership)

\_\_\_\_\_

[SEAL]