



## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager    **DATE:** May 21, 2018

**SUBJECT:** Authorize purchase of books from Baker & Taylor, Inc. through a cooperative purchase through the Texas Comptroller of Public Accounts State Contract No. 715-M2 in the amount not to exceed the budgeted amount of \$182,000.

**PRESENTER:** Cecilia Barham, Director of Library Services

### **SUMMARY:**

This item is to authorize one time as well as cumulative payments to Baker & Taylor, Inc. through a cooperative purchase through the Texas Comptroller of Public Accounts State Contract No. 715-M2 for books in a variety of formats that exceed the \$50,000 purchasing threshold for regularly budgeted items.

### **GENERAL DESCRIPTION:**

The North Richland Hills Library uses Baker & Taylor, Inc. for the purchase of books in a variety of formats for the library's circulating collection. The purchase is for physical format book items including print, large print, audio and DVD's. This authorization allows the ongoing purchase for FY2017/18 of these materials through the Texas Comptroller of Public Accounts State Contract No. 715-M2.

Purchases will be authorized under the state contract through August 31, 2018. If the state contract is renewed, then the city will have the option to renew purchases for one additional year through August 31, 2019. Provided that funds are appropriated in the city's annual budget for the initial term and the remaining renewal year, and terms and conditions of the contract do not change, the remaining renewal will not require additional City Council approval.

This is a State of Texas Smart Buy Cooperative Contract, meets the requirements outlined in Chapter 271.102 (C), and satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services.

### **RECOMMENDATION:**

Authorize purchase of books from Baker & Taylor, Inc. through a cooperative purchase through the Texas Comptroller of Public Accounts State Contract No. 715-M2 in the amount not to exceed the budgeted amount of \$182,000.