



# CITY OF PLANO COUNCIL AGENDA ITEM

<b>CITY SECRETARY'S USE ONLY</b>					
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory					
Council Meeting Date:		9/26/16			
Department:		Library Administration			
Department Head		Libby Holtmann			
Agenda Coordinator (include phone #): <b>Jeanne Argomaniz (x4208)</b>					
<b>CAPTION</b>					
Approval of the purchase of library materials including books, compact disks, and books-on-CD for Plano Public Library System (PPLS) in the amount of \$550,000 from Baker & Taylor through an existing contract/agreement with Texas State Contract 715-M2 Print Materials and Multimedia; and authorizing the City Manager or his authorized designee to execute all necessary documents.					
<b>FINANCIAL SUMMARY</b>					
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP					
FISCAL YEAR:	<b>2016-2017</b>	<b>Prior Year (CIP Only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Budget		0	0	1,419,500	<b>1,419,500</b>
Encumbered/Expended Amount		0	0	0	<b>0</b>
This Item		0	0	-550,000	<b>-550,000</b>
BALANCE		0	0	<b>869,500</b>	<b>869,500</b>
<b>FUND(S):    GENERAL FUND</b>					
<b>COMMENTS:</b> Funding for this item is subject to FY 2016-17 approved budget appropriations and will be made available in the FY 2016-17 Adopted Budget. The estimated future annual amount to be spent in FY 2016-17 is \$550,000, which will be made within approved budget appropriations.					
STRATEGIC PLAN GOAL: Financially Strong City with Service Excellence PLANO TOMORROW PLAN PILLAR: Social Environment					
<b>SUMMARY OF ITEM</b>					
The State of Texas CO-OP Purchasing Program, of which the City of Plano is a member, secures competitive bids for books and multimedia among many other things. Because of the City of Plano's participation, the purchase from Baker & Taylor in the amount of \$550,000 satisfies the law relating to this bid. Therefore, PPLS staff recommends purchase of these various library materials from Baker & Taylor through the Texas State Contract 715-M2 Print Materials and Multimedia. The City is authorized to purchase from the State Contract list pursuant to Section 271 Subchapter D of the Local Government Code and by doing so satisfies any State Law requiring local governments to seek competitive bids for items.					
List of Supporting Documents:			Other Departments, Boards, Commissions or Agencies		
Memo from Janet Cox, dated 8.25.16					



# Memorandum

**Date:** August 25, 2016  
**To:** Libby Holtmann, Director of Libraries  
**From:** Janet Cox, Library Technical Services Manager  
**Subject:** City Council Approval for Baker & Taylor

Please request City Council approval to spend approximately \$550,000 with Baker & Taylor for the purchase of various library materials including books, compact disks, and books-on-CD. Funds should be taken from 01-682-8441 or 01-682-6203. Some of the funds will be transferred into 01-682-8442.

These purchases will be made through the State of Texas CO-OP Purchasing Program under Texas State Contract 715-M2 Print Materials and Multimedia with Baker & Taylor. The City is authorized to purchase from the State Contract list pursuant to Section 271 Subchapter D of the Local Government Code and by doing so satisfies any State Law requiring local governments to seek competitive bids for items.