



CITY OF PLANO COUNCIL AGENDA ITEM

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|--|------------------|----------------------------------|--|-------------------------|------------------|
| CITY SECRETARY'S USE ONLY | | | | | |
| <input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory | | | | | |
| Council Meeting Date: | | 9.28.15 | | | |
| Department: | | Library Administration | | | |
| Department Head | | Cathy Ziegler | | | |
| Agenda Coordinator (include phone #): Dorothy Kibler x4357 | | | | | |
| CAPTION | | | | | |
| Approval of the purchase of various nonprint library materials including DVDs, compact disks, and books on CD for Plano Public Library System (PPLS) in the amount of \$300,000 from Midwest Tape 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. | | | | | |
| FINANCIAL SUMMARY | | | | | |
| <input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP | | | | | |
| FISCAL YEAR: | 2015-2016 | Prior Year (CIP Only) | Current Year | Future Years | TOTALS |
| Budget | | 0 | 0 | 1,431,112 | 1,431,112 |
| Encumbered/Expended Amount | | 0 | 0 | 0 | 0 |
| This Item | | 0 | 0 | -300,000 | -300,000 |
| BALANCE | | 0 | 0 | 1,131,112 | 1,131,112 |
| FUND(S): GENERAL FUND | | | | | |
| COMMENTS: Funding for this Agenda Item will be included in the FY 2015-16 adopted budget to purchase various library materials including DVDs, music CDs and books on CD. Approval of this item authorizes the City to purchase \$300,000 in DVDs, music CDs and books on CD. The remaining balance of funds will be used for other multimedia and library materials. | | | | | |
| STRATEGIC PLAN GOAL: Providing multimedia and library materials purchases relates to the City's Goal of a Financially Strong City with Service Excellence. | | | | | |
| SUMMARY OF ITEM | | | | | |
| 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 Midwest Tape in the amount of \$300,000 satisfies the law relating to this bid. Therefore, PPLS staff recommends purchase of these various library materials from Midwest Tape 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 Julie Torstad, 8.11.15 | | | | | |



Memorandum

Date: August 11, 2015
To: Cathy Ziegler, Director of Libraries
From: Julie Torstad, Library Technical Services Manager
Subject: City Council Approval for Midwest Tape LLC

Please request City Council approval to spend approximately \$300,000 with Midwest Tape LLC for the purchase of various nonprint library materials including DVDs, 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 Midwest Tape LLC. 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.