



**CITY OF PLANO
COUNCIL AGENDA ITEM**

CITY SECRETARY'S USE ONLY				
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory				
Council Meeting Date:		October 8, 2012		
Department:		Library Administration		
Department Head		Cathy Ziegler		
Agenda Coordinator (include phone #): Jeanne Argomaniz (4327)				
CAPTION				
Approval of the purchase of library materials for Plano Public Library System (PPLS) in the amount of \$100,000 from Ingram Library Services through an existing contract/agreement with Texas State Contract 715-N1 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:	2012-2013	Prior Year (CIP Only)	Current Year	Future Years
		0	1,000,000	0
	Encumbered/Expended Amount	0	0	0
	This Item	0	-100,000	0
	BALANCE	0	900,000	0
FUND(s): GENERAL FUND				
COMMENTS:				
<p>Funds are included in the FY 2012-13 adopted budget to purchase Books, Multimedia, and Library materials. Approval of this item authorizes the City to purchase \$100,000 in Books, Multimedia, and Library materials. The remaining balance of funds will be used for other multimedia and library materials.</p> <p>STRATEGIC PLAN GOAL: Providing multimedia and library materials purchases relates to the City's Goal of a Financially Strong City with Service Excellence.</p>				
SUMMARY OF ITEM				
<p>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 Ingram Library Services in the amount of \$100,000 satisfies the law relating to this bid. Therefore, PPLS staff recommends purchase of these various library materials from Ingram Library Services through the Texas Sate Contract 715-N1 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.</p>				
List of Supporting Documents:			Other Departments, Boards, Commissions or Agencies	
Memo Julie Torstad 09.12.2012				



City of Plano
Library Technical Services
2501 Coit Road
Plano, TX 75075
Phone: 972.769.4327

Memorandum

Date: September 12, 2012
To: Cathy Ziegler
From: Julie Torstad, Library Technical Services Manager
Subject: City Council Approval for Ingram Library Services

Please request City Council approval to spend approximately \$100,000 with Ingram Library Services for the purchase of various library materials including music CDs, books-on-CD, DVDs, downloadable audios and e-books. Funds should be taken from 01-682-8441. 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-N1 Print Materials and Multimedia with Ingram Library Services. 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.