



City of Largo Agenda Item 15

Meeting Date
11/06/18

Presenter: Casey McPhee, Library Director

Department: LI – Library

TITLE:

AUTHORIZATION TO PURCHASE LIBRARY MATERIALS INCLUDING BOOKS, NON PRINT MATERIALS, AND RELATED ANCILLARY SERVICES FROM BAKER & TAYLOR, INC. AND MIDWEST TAPE, INC. IN THE ESTIMATED AMOUNT OF \$370,000 IN ACCORDANCE WITH FLORIDA STATE CONTRACT NO. 55101500-17-ACS

The State of Florida has in place a contract for the purchase of library materials with an effective period of August 7, 2017 to May 31, 2020.

The FY 2019 total capital expenditure budget for library materials is \$433,600, which includes \$50,000 for bookmobile library materials to be reimbursed by the Greater Largo Library Foundation. The available budget amount in FY 2019 is \$433,600. The library purchases the majority of its print and non print materials from Baker & Taylor, Inc. and Midwest Tape, Inc. In FY 2018, these vendors represented approximately 85% of the total annual expenditures for library materials. The remaining budget was spent with other library vendors that specialize in certain subject areas or formats.

Budgeted Amount:	\$433,600.00	Budget Page No(s):	N/A	Available Amount:	\$433,600.00	Expenditure Amount:	\$370,000.00
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Additional Budgetary Information: Estimated expenditure is for Fiscal Year 2019.

Funding Source(s):	General Fund	Sufficient Funds Available:	<input checked="" type="radio"/> Yes <input type="radio"/> No	Budget Amendment Required:	<input type="radio"/> Yes <input checked="" type="radio"/> No	Source:	N/A
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City Attorney Reviewed:	<input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> N/A	Advisory Board Recommendation:	<input type="radio"/> For <input type="radio"/> Against <input checked="" type="radio"/> N/A	Consistent With:	<input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	Not Applicable
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Potential Motion/ Direction Requested: I MOVE TO APPROVE/DISAPPROVE AUTHORIZATION TO PURCHASE LIBRARY MATERIALS INCLUDING BOOKS, NON PRINT MATERIALS, AND RELATED ANCILLARY SERVICES FROM BAKER & TAYLOR, INC. AND MIDWEST TAPE, INC. IN THE ESTIMATED AMOUNT OF \$370,000 IN ACCORDANCE WITH FLORIDA STATE CONTRACT NO. 55101500-17-ACS

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Attachments: N/A