

Two Year Periodical RFP 100325

April 20, 2010

SUMMARY:

- This item requests approval of a library periodical proposal to supply magazines for the campus libraries.
- Proposals were submitted by Alini, Magazine Subscription Service Agency, Magazine Subscriptions PTP and WT Cox.

BOARD GOAL:

- VI. Growth, Change & Fiscal Responsibility... demonstrate effective and efficient management of district resources.

PREVIOUS BOARD ACTION:

- April 22, 2008

BACKGROUND INFORMATION:

- The district libraries have a number of magazines/periodicals that are still kept in paper form in the library.
- Certain periodicals/magazines are available on-line and are provided by the Library Services department.
- Alini 19% discount \$20,240.48, Magazine Subscription Service Agency 25% discount \$19,106.21, Magazine Subscriptions PTP 23% discount \$19,238.14, and WT Cox 22% discount \$19,712.86.

SIGNIFICANT ISSUES:

- This proposal will be used for the 10-11 and 11-12 school years, with the option, upon Board approval, to be extended for two additional terms of one school year each.

FISCAL IMPLICATIONS:

- Costs will be borne by the individual campus operating budgets.

BENEFIT OF ACTION:

- Will provide periodicals for teachers and students to enhance the curriculum.

ALTERNATIVES

- No alternative actions are proposed.

OTHER COMMENTS:

- A committee made up of campus librarians, the Coordinator of Library Services, and the Purchasing Agent and Buyer reviewed the proposals, and gave the top ranking to the proposal submitted by Magazine Subscriptions PTP because of overall pricing and good references.

SUPERINTENDENT'S RECOMMENDATION:

- It is recommended that the top ranked proposal submitted by Magazine Subscriptions PTP be accepted for a term of two years, with the option to extend the proposal discount for up to two additional terms of one year each.

STAFF PERSONS RESPONSIBLE:

- Donna Kearley, Coordinator of Library Services.
- Kathy Arrington, Purchasing Agent
- Alyce Hamman, Purchasing Buyer
- Debbie Monschke, Executive Director of Budget and Finance

ATTACHMENT:

- Bid tabulation and Ranking

APPROVAL:

Signature of Staff Member Proposing Recommendation: _____

Comments: _____

Signature of Divisional Assistant Superintendent: _____

Comments: _____

Signature of Superintendent: _____

Comments: _____