



**GOVERNING BOARD AGENDA ITEM  
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

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**DATE OF MEETING:** September 6, 2011

**TITLE:** Award of Contracts for Library Books Based on Responses to Request for Bid (RFB) 11-0006

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**BACKGROUND:**

Request for Bid (RFB) 11-0006 for library books was mailed to forty-eight vendors registered with the Purchasing Department. Vendors were asked to price a sample library book order of sixty books ordered by high school and middle school librarians that do not require library binding or MARC records. The bid required a fixed discount off either a vendor's catalog price or the publisher's list price for all books purchased to include reference books, with no-charge freight for orders over \$250.00. Twenty-one vendors responded.

Book sellers prefer to use a sliding scale, (by publisher) for the discounts offered which may vary considerably from vendor to vendor. For ease of ordering and to assure the best pricing the District requires a fixed rate. Three responding vendors provide a fixed rate discount regardless of the book's publisher and freight terms as specified in the bid text.

Vendor	Discount Offered	Freight Terms
Chapters Group	25%	N/C Freight
Rainbow Book Company	25%	N/C Freight over \$250.00
Unique Books	27%	N/C Freight over \$250.00

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**RECOMMENDATION:**

The Administration recommends the Governing Board make the determination a single award is not advantageous to the District and approve the Award of Contracts for Library Books to Chapters Group, Rainbow Book Company and Unique Books based on their response to RFB 11-0006.

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**INITIATED BY:**

*Scott Little*

Scott Little, Chief Financial Officer

Date: August 29, 2011

*Vicki Balentine*

Vicki Balentine, Ph.D., Superintendent