

Extension of Periodical Subscription Service
RFP 140226 – Proposal Renewal

April 11, 2017

SUMMARY:

This item requests approval for the second extension of RFP 140226 – Periodical Subscription Service.

BOARD GOAL:

VI. Growth, Change and Fiscal Responsibility...demonstrate effective and efficient management of District resources.

PREVIOUS BOARD ACTION:

The original contract was awarded on March 25, 2014 to Magazine Subscriptions PTP. The award was for two years with an option to extend for two additional one year periods.

BACKGROUND INFORMATION:

The first renewal option was brought for approval on March 8, 2016. The first renewal extended the proposal through March 24, 2017.

SIGNIFICANT ISSUES:

This is the final renewal for this proposal. This will extend the award through March 24, 2018. Magazine Subscriptions PTP has agreed to hold their pricing and basic discount of 30%.

FISCAL IMPLICATIONS:

The cost will be borne by the individual campus operating budget.

BENEFIT OF ACTION:

The renewal of this award will ensure that the District remains in compliance with bid laws and local procedures. Passage of the renewal will allow campus staff to be able to order their subscriptions in a timely manner.

ALTERNATIVES:

No alternative actions are proposed.

SUPERINTENDENT’S RECOMMENDATION:

It is recommended that the Board approve the second and final extension of a term of one (1) year ending March 24, 2018 with Magazine Subscription PTP.

STAFF PERSONS RESPONSIBLE:

Debbie Monschke, Assistant Superintendent of Administrative Services
Donna Kearley, Coordinator of Library Services
Cindy Willis, Director of Purchasing
Cheryl Farmer, Assistant Purchasing Agent

APPROVAL:

Signature of Staff Member Proposing Recommendation: _____

Comments: _____

Signature of Divisional Assistant Superintendent: _____

Comments: _____

Signature of Superintendent: _____

Comments: _____