

Two Year Periodical RFP 140226

March 25, 2014

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 20, 2010
- March 13, 2012 – first extension
- March 19, 2013 – second extension

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 submitted various discounts totaling \$13,059.35 and was ranked 4th. Magazine Subscriptions PTP submitted various discounts totaling \$12,671.35 and was ranked 1st. Magazine Subscription Service Agency submitted a basic discount of 30% totaling \$12,028.79 and was ranked 2nd. W. T. Cox submitted a 28% discount totaling \$12,820.83 and was ranked 3rd.

SIGNIFICANT ISSUES:

- This proposal will be used for a term of two years 2014-15 through 2015-16, with the option, upon governing body 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 the Coordinator of Library Services, and the Purchasing Agent reviewed the proposals, and gave the top ranking to the proposal submitted by Magazine Subscriptions PTP because of overall pricing and HUB certification.

SUPERINTENDENT'S RECOMMENDATION:

- It is recommended that the top ranked proposal submitted by Magazine Subscriptions PTP be accepted for one 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
- Debbie Monschke, Assistant Superintendent of Administrative Services

ATTACHMENT:

- Bid tabulation and Ranking

APPROVAL:

Signature of Staff Member Proposing Recommendation: _____

Comments: _____

Signature of Divisional Assistant Superintendent: _____

Comments: _____

Signature of Superintendent: _____

Comments: _____