



# Contra Costa County

To: Board of Supervisors  
 From: Jessica Hudson, County Librarian  
 Date: March 1, 2016  
 Subject: Baker & Taylor Purchase Order

## **RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the County Librarian, a purchase order with Baker & Taylor in an amount not to exceed \$252,979 for book leasing services for the Contra Costa County Library, for the period January 1 through December 31, 2016.

## **FISCAL IMPACT:**

100% Library Fund.

## **BACKGROUND:**

Contra Costa County Library builds and maintains collections for the County's residents. In order to meet the high demand of current materials, the library is sometimes forced to purchase additional copies to supplement the long demand list. When popularity wanes, the library is faced with the challenge and expense of storing the excess titles. The Baker & Taylor book leasing service provides libraries with an efficient and economical method for maintaining an inventory of the most current, high demand, hardcover titles. Leasing materials will allow the library access to additional copies of popular titles for overall patron satisfaction without a negative storage impact. The leased materials will have the same level

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **03/01/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

## **VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
 Candace Andersen, District II Supervisor  
 Mary N. Piepho, District III Supervisor  
 Karen Mitchoff, District IV Supervisor  
 Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: March 1, 2016

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Chris Heck, Deputy

Contact: Jessica Hudson,  
 925-646-6423

cc:

of processing and branding that library patrons have learned to recognize as Contra Costa County Library materials.

**CONSEQUENCE OF NEGATIVE ACTION:**

If the Purchase Order is not approved, the Contra Costa County Library will not efficiently and economically meet the high patron demand of current materials.