



Contra
Costa
County

To: Board of Supervisors
From: Melinda Cervantes, County Librarian
Date: December 11, 2018

Subject: Baker & Taylor Purchase Order For Book Rentals

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 \$351,183 for book rental for the Contra Costa County Library, for the period January 1, 2019 through December 31, 2019.

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 rental program provides libraries with an efficient and economical method for

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 12/11/2018 ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: Candace Andersen, District II
Supervisor
Diane Burgis, District III
Supervisor
Karen Mitchoff, District IV
Supervisor
Federal D. Glover, District V
Supervisor

ABSENT: John Gioia, District I
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: December 11, 2018

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

By: June McHuen, Deputy

Contact: Walt Beveridge
925-608-7730

cc:

maintaining an inventory of the most current, high demand, hardcover

BACKGROUND: (CONT'D)

titles. Renting library materials will allow the library access to additional copies of popular titles for overall patron satisfaction without a negative storage impact. The rented materials will have the same level 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.