

**COUNCIL PROJECT FORM
(REQUIREMENTS OR BEST VALUE BID)**

*******POSTING LANGUAGE BELOW*******

Please place the following item on the **CONSENT** agenda **BEST VALUE PROCUREMENT** for the Council Meeting of **APRIL 24, 2012**.

The award of Solicitation No. 2012-106 Audio/Visual Materials-All Languages, Adult and Juvenile to Baker & Taylor Inc. for an initial term estimated award of \$360,000.00.

Department:	Libraries
Award to:	Baker & Taylor Inc. Charlotte, NC
Item(s):	All
Initial Term:	3 years
Option to Extend:	2 years
Payment Terms:	Net 30
Annual Estimated Award:	\$120,000.00
Initial Term Estimated Award:	\$360,000.00 (3 years)
Total Estimated Award:	\$600,000.00 (3+2 years)
Account No.:	53010202 – 503103 - 01101
Funding Source:	General Fund - Library Materials
District(s):	All

This is a Best Value, requirements contract.

The Financial Services - Purchasing Division and Libraries recommend award as indicated to Baker & Taylor Inc., the bidder offering the best value bid.

*******ADDITIONAL INFO BELOW*******

COMMITTEE SCORE SHEET

SOLICITATION TITLE: AUDIO / VISUAL MATERIALS - ALL LANGUAGES, ADULT AND JUVENILE

SOLICITATION NO: 2012-106

*For all vendors see specific notes, exceptions, and or details in qualifying discounts offered	AUDIO BOOK SERVICES, INC.	BAKER & TAYLOR	BOOK WHOLESALERS, INC.	BUSCA, INC.
	FORT COLLINS, CO	CHARLOTTE, NC	McHENRY, IL	ITHACA, NY
Cost (Discount/Markup Offered): 60 (# points max)	* NO BID 40.00% NO BID	29.10% 46.90% 26.00%	28.00% 28.00% 28.00%	2.00% 2.00% 2.00%
WEIGHTED AVERAGE AS INDICATED WITHIN THE SOLICITATION	12.00%	34.13%	28.00%	2.00%
SCORE	16.00	45.51	37.33	2.67
As part of the requirement to establish the responsibility of the offer, the City of El Paso may determine the reasonableness of the price(s) at which the services are offered. Prices which are significantly lower than the mean of all offers, and appear to be unreasonably low, may be determined to be evidence of non-responsibility, and cause the offer to be rejected. The cost component will be calculated as a weighted average of the discounts offered on the Bid Form from Section A Page 1.				
Reputation & Quality (25%) and Availability of Service (10%) of the Bidder's Service: 35 (# points max)	26.00	30.00	19.67	18.17
Bidder shall identify three of its clients for the last two (2) years, including any local Government Services. The agency shall provide the names and telephones numbers of the contract administrators for whom the work was performed. If you do not have three local Government contracts, then list Federal, State, or commercial contracts to complete this information. Availability of Service will be evaluated in relation to answers as indicated on #8 Section B Page 3.				
Past Relationship: 5 (# points max)	5.00	5.00	5.00	5.00
Bidder shall identify previous contracts or purchases (from) with the City of El Paso in the past five (5) years for which it has performed at a continuously satisfactory level of service. Bidders' not meeting the City's standard of a continuous satisfactory performance as recorded on the vendors performance report and/or City's records may be deemed non-responsible and may be cause for said offer to be rejected.				
GRAND TOTAL	47.00	80.51	62.00	25.84
(Maximum 100 points)				

*For all vendors see specific notes, exceptions, and or details in qualifying discounts offered	BUSINESS SERVICES	COMPLETE BOOK AND MEDIA SUPPLY, INC.	LAKE EDUCATIONAL TECHNOLOGIES, INC.	MIDWEST TAPE, LLC
	LONGBOAT KEY, FL	CEDAR PARK, TX	EL PASO, TEXAS	HOLLAND, OH
Cost (Discount/Markup Offered): 60 (# points max)	10.00% 10.00% 10.00%	45.00% 45.00% 45.00%	NO BID 15.00% 15.00%	25.00% 0.00% 28.00%
WEIGHTED AVERAGE AS INDICATED WITHIN THE SOLICITATION	10.00%	45.00%	6.00%	17.80%
SCORE	13.33	60.00	8.00	23.73
As part of the requirement to establish the responsibility of the offer, the City of El Paso may determine the reasonableness of the price(s) at which the services are offered. Prices which are significantly lower than the mean of all offers, and appear to be unreasonably low, may be determined to be evidence of non-responsibility, and cause the offer to be rejected. The cost component will be calculated as a weighted average of the discounts offered on the Bid Form from Section A Page 1.				
Reputation & Quality (25%) and Availability of Service (10%) of the Bidder's Service: 35 (# points max)	1.33	3.00	19.34	27.67
Bidder shall identify three of its clients for the last two (2) years, including any local Government Services. The agency shall provide the names and telephones numbers of the contract administrators for whom the work was performed. If you do not have three local Government contracts, then list Federal, State, or commercial contracts to complete this information. Availability of Service will be evaluated in relation to answers as indicated on #8 Section B Page 3.				
Past Relationship: 5 (# points max)	5.00	5.00	5.00	5.00
Bidder shall identify previous contracts or purchases (from) with the City of El Paso in the past five (5) years for which it has performed at a continuously satisfactory level of service. Bidders' not meeting the City's standard of a continuous satisfactory performance as recorded on the vendors performance report and/or City's records may be deemed non-responsible and may be cause for said offer to be rejected.				
GRAND TOTAL	19.67	68.00	32.34	56.40
(Maximum 100 points)				

*For all vendors see specific notes, exceptions, and or details in qualifying discounts offered	SCHOLASTIC LIBRARY PUBLISHING, INC. DANBURY, CT			
Cost (Discount/Markup Offered): 60 (# points max)	15.00% 15.00% NO BID			
WEIGHTED AVERAGE AS INDICATED WITHIN THE SOLICITATION	13.50%			
SCORE	18.00			
As part of the requirement to establish the responsibility of the offer, the City of El Paso may determine the reasonableness of the price(s) at which the services are offered. Prices which are significantly lower than the mean of all offers, and appear to be unreasonably low, may be determined to be evidence of non-responsibility, and cause the offer to be rejected. The cost component will be calculated as a weighted average of the discounts offered on the Bid Form from Section A Page 1.				
Reputation & Quality (25%) and Availability of Service (10%) of the Bidder's Service: 35 (# points max)	27.67			
Bidder shall identify three of its clients for the last two (2) years, including any local Government Services. The agency shall provide the names and telephones numbers of the contract administrators for whom the work was performed. If you do not have three local Government contracts, then list Federal, State, or commercial contracts to complete this information. Availability of Service will be evaluated in relation to answers as indicated on #8 Section B Page 3.				
Past Relationship: 5 (# points max)	5.00			
Bidder shall identify previous contracts or purchases (from) with the City of El Paso in the past five (5) years for which it has performed at a continuously satisfactory level of service. Bidders' not meeting the City's standard of a continuous satisfactory performance as recorded on the vendors performance report and/or City's records may be deemed non-responsible and may be cause for said offer to be rejected.				
GRAND TOTAL	50.67			
(Maximum 100 points)				



CITY OF EL PASO BID TABULATION



Bid Opening Date: January 25, 2012 Solicitation #: 2012-106
 Project Name: Audio/Visual Materials - All Languages, Adult And Juvenile Department: Libraries

ESTIMATED ANNUAL EXPENDITURES \$120,000.00		AUDIO BOOK SERVICES, INC. FORT COLLINS, CO	BAKER & TAYLOR CHARLOTTE, NC	BOOK WHOLESALERS, INC. McHENRY, IL	BUSCA, INC. ITHACA, NY
ITEM	ITEM TYPE / RANGE	% DISCOUNT OFF LIST PRICE	% DISCOUNT OFF LIST PRICE	% DISCOUNT OFF LIST PRICE	% DISCOUNT OFF LIST PRICE
1.	DVDs AND BLU-RAY 60% (percentage of total annual purchases that will fall in this range)	NO BID REQUEST TO BE SECONDARY VENDOR	29.1%	*28%	02% TAKE 10% OFF BARNES AND NOBLE WEB PRICES
2.	AUDIO BOOKS (BOOKS ON CD) 30% (percentage of total annual purchases that will fall in this range)	40% RETAIL TRADE 16% LIBRARY EDITIONS	46.9* % ATTACHMENT A, CATEGORY XII	*28%	02% TAKE 10% OFF BARNES AND NOBLE WEB PRICES
3.	MUSIC CD'S 10% (percentage of total annual purchases that will fall in this range)	NO BID REQUEST TO BE SECONDARY VENDOR	26.0%	*28%	02% TAKE 10% OFF BARNES AND NOBLE WEB PRICES
<p>THE CITY AT ITS SOLE DISCRETION, MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS.</p> <p>BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACTOR FOR:</p> <p>ONE (1) ADDITIONAL YEAR AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF THE CONTRACT.</p> <p>TWO (2) ADDITIONAL YEARS AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF THE CONTRACT.</p> <p>NO OPTION OFFERED.</p>		<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>
PAYMENT TERMS:		NET - 30 DAYS	NET - 30 DAYS FROM DATE OF INVOICE	NET - 30 DAYS	NET - 30 DAYS
BIDDER AGREES TO ACCEPT PAYMENT BY PROCUREMENT CARD:		YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
BIDDER'S PROMISED DELIVERY Within _____ consecutive calendar days		90 DAYS AS ABOVE	90 DAYS	*3-5/5-10 *3-5 DAYS FOR ORDERS NOT NEEDING PROCESSING/CATALOGING 5-10 DAYS FOR ORDERS NEEDING PROCESSING/CATALOGING	89 DAYS

NOTE: THIS IS A BEST VALUE PROCUREMENT. PRICE AND OTHER FACTORS SHALL BE EVALUATED TO DETERMINE AN AWARDEE.

APPROVED BY:

DATE: 4/11/12



CITY OF EL PASO BID TABULATION



Bid Opening Date: January 25, 2012 **Solicitation #: 2012-106**
Project Name: Audio/Visual Materials - All Languages, Adult And Juvenile **Department: Libraries**

ESTIMATED ANNUAL EXPENDITURES \$120,000.00		BUSINESS SERVICES LONGBOAT KEY, FL	COMPLETE BOOK AND MEDIA SUPPLY, INC. CEDAR PARK, TX	LAKE EDUCATIONAL TECHNOLOGIES, INC. EL PASO, TX	MIDWEST TAPE, LLC HOLLAND, OH
ITEM	ITEM TYPE / RANGE	% DISCOUNT OFF LIST PRICE	% DISCOUNT OFF LIST PRICE	% DISCOUNT OFF LIST PRICE	% DISCOUNT OFF LIST PRICE
1.	DVDs AND BLU-RAY 60% (percentage of total annual purchases that will fall in this range)	10.0%	0 - 45%	NO BID	25.0%
2.	AUDIO BOOKS (BOOKS ON CD) 30% (percentage of total annual purchases that will fall in this range)	10.0%	0 - 45%	15.0%	SOLD AT RETAIL PRICE INCLUDES LIBRARY- FRIENDLY CASE.
3.	MUSIC CD'S 10% (percentage of total annual purchases that will fall in this range)	10.0%	0 - 45%	15.0%	25* %
<p>THE CITY AT ITS SOLE DISCRETION, MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS.</p> <p>BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACTOR FOR:</p> <p>ONE (1) ADDITIONAL YEAR AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF THE CONTRACT.</p> <p>TWO (2) ADDITIONAL YEARS AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF THE CONTRACT.</p> <p>NO OPTION OFFERED.</p>		<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>
PAYMENT TERMS:		NET - 30 DAYS	NET - 30 DAYS	NET - 30 DAYS	NET - 30 DAYS
BIDDER AGREES TO ACCEPT PAYMENT BY PROCUREMENT CARD:		YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>
BIDDER'S PROMISED DELIVERY Within _____ consecutive calendar days		10 - 15 DAYS	90 DAYS	14 DAYS	NONE STATED

NOTE: THIS IS A BEST VALUE PROCUREMENT. PRICE AND OTHER FACTORS SHALL BE EVALUATED TO DETERMINE AN AWARDEE.
 THE INFORMATION CONTAINED IN THIS BID TABULATION IS FOR INFORMATION ONLY AND DOES NOT CONSTITUTE ACTUAL AWARD/EXECUTION OF CONTRACT.

APPROVED BY:

DATE: 4/11/12



CITY OF EL PASO BID TABULATION



Bid Opening Date: January 25, 2012 **Solicitation #:** 2012-106
Project Name: Audio/Visual Materials - All Languages, Adult And Juvenile **Department:** Libraries

ESTIMATED ANNUAL EXPENDITURES \$120,000.00		SCHOLASTIC LIBRARY PUBLISHING, INC. DANBURY, CT				
ITEM	ITEM TYPE / RANGE	% DISCOUNT OFF LIST PRICE	% DISCOUNT OFF LIST PRICE	% DISCOUNT OFF LIST PRICE	% DISCOUNT OFF LIST PRICE	
1.	DVDs AND BLU-RAY 60% (percentage of total annual purchases that will fall in this range)	0 - 15%	_____ %	_____ %	_____ %	
2.	AUDIO BOOKS (BOOKS ON CD) 30% (percentage of total annual purchases that will fall in this range)	0 - 15% (WESTON WOODS)	_____ %	_____ %	_____ %	
3.	MUSIC CD'S 10% (percentage of total annual purchases that will fall in this range)	NO BID		_____ %	_____ %	
<p>THE CITY AT ITS SOLE DISCRETION, MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS.</p> <p>BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACTOR FOR:</p> <p>ONE (1) ADDITIONAL YEAR AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF THE CONTRACT.</p> <p>TWO (2) ADDITIONAL YEARS AT THE SAME UNIT PRICE(S), IF THE OPTION IS EXERCISED PRIOR TO THE EXPIRATION OF THE ORIGINAL TERM OF THE CONTRACT.</p> <p>NO OPTION OFFERED.</p>		<p><small>*NEW CATALOGS BECOME AVAILABLE ANNUALLY IN SEPTEMBER WHICH MAY INCLUDE PRICE CHANGES. DISCOUNT PERCENTAGE(S) WILL REMAIN FIRM FOR THE LENGTH OF THE CONTRACT.</small></p>	<input type="checkbox"/> <input checked="" type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
PAYMENT TERMS:		NET - 30 DAYS				
BIDDER AGREES TO ACCEPT PAYMENT BY PROCUREMENT CARD:		YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	
		**VISA AND MASTERCARD				
BIDDER'S PROMISED DELIVERY Within _____ consecutive calendar days		10-14 DAYS NON LIBRARY PROCESSED & 21-30 DAYS LIBRARY PROCESSED				
BIDS SOLICITED: 11		BIDS RECEIVED: 9	BIDS LOCAL: 1	NO BIDS: 0		

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APPROVED BY:

DATE: 4/11/12

MIDWEST TAPE
ATTN: JANET TIMM - BID SPECIALIST
6950 HALL STREET
HOLLAND, OH 43528

INGRAM BOOK COMPANY
ATTN: JANICE SMITH
1 INGRAM BLVD POB 3006
LA VERGNE, TN 37086

BRODART BOOK COMPANY
ATTN: BID DEPARTMENT
500 ARCH STREET
WILLIAMSPORT, PA 17705

MIDWEST TAPE
P.O. BOX 820
6950 HALL STREET
HOLLAND, OHIO 43528

DISTRIBUTION VIDEO & AUDIO
ATTN: JOHN TOOLS
133 CANDY LANE
PALM HARBOR, FL 34683

PRIMIE VENDOR INC.
ATTN: LAURIE MELNICK
4608 CEDAR AVENUE SUITE 106
WILMINGTON, NC 28403

AUDIO BOOK SERVICES
ATTN: DEBORAH GEORGE
309 S. SUMMIT VIEW DRIVE SUITE 14
FORT COLLINS, CO 80524

ASSOCIATED LIBRARIES
ATTN: MS DONNA STECK
229 N 63RD STREET
PHILADELPHIA, PA 19139
(ATTEMPTED - NOT KNOWN UTF)

HEINEMANN LIBRARY
ATTN: LINDA LILLIG
1000 HART ROAD
BARRINGTON, IL 60010-2627
(NOT DELIVERABLE AS ADDRESSED)

BOOK WHOLESALE INC.
ATTN: JENNY FRANKLIN
1847 MERCER ROAD
LEXINGTON, KY 40511
(NOT DELIVERABLE AS ADDRESSED)

BAKER & TAYLOR INC
ATTN: TRISH BAILY
2709 WATER RIDGE PARKWAY
CHARLOTTE, NC 28217
(NOT DELIVERABLE AS ADDRESSED UTF)

BOB CRANE CHILDREN'S BOOKS
ASSO LIBRARIES PREBOUND
N AMERICAN TECH CTR
50 CARDINAL LANE
WARMINSTER, PA 18974
(NOT DELIVERABLE AS ADDRESSED)