
City Council Regular Meeting

DEPARTMENT: Community Services
FROM: Sara Miller, Deputy Director-Library
MEETING: October 16, 2023

SUBJECT:

Consider approval of a minute order authorizing the lease and/or purchase of library books through an existing agreement with the State of Texas Cooperative Purchasing Program from Brodart Books & Library Services in the amount not to exceed \$65,415. (*Staff Contact: Sara Miller, Deputy Director-Library*)

SUMMARY:

There are three major book suppliers for public libraries and all three vendors offer the same pricing per the state contract Texas Smart Buy #715-M2. The contract provides a discount off of the publisher's list price for each title and also provides pricing for cataloging and shelf-ready processing options. Shipping costs are free.

Discounts:

- 46.5% off Trade Hardcover Editions
- 40% off Trade & Mass Market Paperback Editions
- 23% off Library Bound & Pre-Bound Paperback Editions
- 12% off Non-Trade Hardcover & Paperback Editions
- 12% off University Press Editions

Book cataloging & processing:

- \$1.24 for automated cataloging and processing (includes attached book jacket, spine label, barcode label, RFID tag application/programming and MARC record)
- \$2.00 for heavy laminate book covers for paperback titles (typically used for paperback graphic novels)

Burleson Library cardholders checked out 228,500 physical items over the last 12 months. The library spent \$49,000 on physical library books and added 3,016 titles to the collection in FY23.

The collection turnover rate is currently 4.42 for physical materials, indicating that each item in the collection checks out 4-5 times a year on average. While demand for digital materials has increased, physical items remain very popular, especially children's materials. If authorized, this minute order will allow staff to purchase individual library books throughout the year as they are released.

By leasing multiple copies of popular titles, library staff are able to meet the demand for bestsellers at the library and keep wait times down for customers. Brodart Books & Library Services offers a leasing plan for \$17,040/year that includes 80 leased titles per month. Book leasing is not included in state contract Texas Smart Buy #715-M2, but quotes were obtained for this service.

OPTIONS:

- 1) Approve as presented
- 2) Approve with changes
- 3) Deny

RECOMMENDATION:

Staff recommends approving the minute order for the lease/purchase of library books from Brodart Books & Library Services in the amount not to exceed \$65,415.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

N/A

FISCAL IMPACT:

The associated cost of the purchases is not to exceed \$65,415 for the fiscal year.

Library account number 1016001 61005 for \$48,375.

Library account number 1016001 62035 for \$17,040.

STAFF CONTACT:

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