

## EXECUTIVE SUMMARY

### Recommendation to Approve Piggyback Agreement 58-039N – Library Materials

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The District's libraries serve the students, staff, and families in the entire school community. The library collection provides materials and resources that support the educational goals of the school and the District. School library collections include curriculum materials and resources, as well as recreational materials, in a variety of formats, print, and digital. School library collections strive to meet the needs of all its users by maintaining a diverse collection representing various points of view on current and historical issues and areas of interest to the school community. Maintaining a current school library collection requires continuous review, evaluation, and acquisition of new materials to replace outdated, inaccurate, and damaged/lost materials.

This recommendation is to approve the Piggyback Agreement starting September 7, 2017 through May 31, 2020, with a spending authority of \$4,100,000. The budget will come from various school and department operating budgets and state categorical funds for library materials.

#### Financial Impact

Average monthly expenditure (A)	\$ 116,000	
Contract tenure in months (B)	32	
Estimated Spend (A * B)	\$3,712,000	
Additional Buffer of ten (10) percent	<u>\$ 371,200</u>	
<b>Total</b>	<b><u>\$4,083,200</u></b>	(Rounded to \$4,100,000)

Library materials will be placed in the school media center for general circulation. Depending on the format, library materials may also be accessed from the school media center or online through a variety of electronic platforms, such as the Destiny library automation system or District web-based platforms. All library materials must be purchased from approved library vendors that can provide electronic machine-readable cataloging records and processing specifications that are compatible with the District library automation system, Destiny.

#### Procurement Method

This Agreement is a piggyback of Florida Department of Management Services, Reference No. 55101500-ACS-17-1, which started on August 7, 2017 through May 31, 2020, and Reference No. 81111902-ACS-17-1, which started on August 7, 2017 through December 31, 2021.

The following commodities are available through these agreements:

- Books in all formats with various delivery options.
- Periodicals in all formats with various delivery options.
- Databases available and updated in real-time, containing academic, professional, informational, and general interest knowledge.
- Ancillary Services – Archiving, repairing, and services related to care of books.

The previous Piggyback Agreement 55-125V started June 24, 2015 through August 28, 2017, with a spending authority of \$3,970,000.