Agenda Item No: 11.A



STAFF REPORT

Report To: Board of Supervisors Meeting Date: July 21, 2022

Staff Contact: Carol Akers, Purchasing and Contracts Administrator and Joy Holt, Library Business

Manager

Agenda Title: For Possible Action: Discussion and possible action regarding authorization to purchase

> books and periodicals for the Carson City Library ("Library") from BTAC Acquisition Corp., dba Baker & Taylor, LLC ("Baker & Taylor") for a total not to exceed amount of \$100,000 through June 30, 2023. (Carol Akers, cakers@carson.org and Joy Holt, JHolt@carson.org)

Staff Summary: The Library has an annual budget of \$183,340 to purchase books, periodicals and publications. Baker & Taylor is used as the main vendor for book purchases; the Library also pays Baker & Taylor an annual fee of \$16,831 to lease

materials.

Agenda Action: Formal Action / Motion Time Requested: Consent

Proposed Motion

I move to approve the purchase authority as requested.

Board's Strategic Goal

Efficient Government

Previous Action

N/A

Background/Issues & Analysis

Baker & Taylor is the main vendor for the Library's book purchasing. FY 2022 \$83,607 (through 7/6/2022)

FY 2021 \$72.217.07

FY 2020 \$69.439.17

This is an annual request. The purchase amount exceeds \$50,000 and therefore requires Board of Supervisors' approval.

Applicable Statute, Code, Policy, Rule or Regulation

NRS 332.115(1)(k)

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: General Fund Library Books/Periodical/Publication account 1016200-500645

Is it currently budgeted? Yes

Explanation of Fiscal Impact: If approved, account 1016200-500645 will be reduced by a not to exceed amount of \$100,000. The available budget for FY 2023 is \$183,340.

Alternatives

Attachments:

Do not approve requested purchase authority and/or provide alternative direction to staff.

| Board Action Taken: Motion: | 1) | Aye/Nay |
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| (Vote Recorded By) | | |