



City of Killeen

Legislation Text

File #: RS-24-117, **Version:** 1

Consider a memorandum/resolution increasing the previously authorized spending limit for the purchase of library materials from Ingram Book Company from \$90,000 to \$132,785 for FY 2024.

DATE: July 2, 2024

TO: Kent Cagle, City Manager

FROM: Tiffanie McNair, Executive Director of Community Development

SUBJECT: Purchase of Library Materials

BACKGROUND AND FINDINGS:

In April 2024, the Library Services Division declined to renew an agreement with Baker & Taylor for the lease of library books due to poor fulfillment rates over the past two years. Staff determined that purchasing new materials with these funds to update and expand the current collections would be the most effective course of action.

On December 19, 2023, the City Council approved the purchase of library materials from Ingram Library Services through TXSMARTBUY Contract #715-M2 in an amount not to exceed \$90,000 for FY 2024. This amendment will raise the total purchase from Ingram Library Services to \$132,785 for the current fiscal year.

THE ALTERNATIVES CONSIDERED:

Authorize the additional purchase of library materials.

Which alternative is recommended? Why?

Staff recommends authorizing the purchase of library materials.

CONFORMITY TO CITY POLICY:

This purchase conforms to City of Killeen purchasing policies.

FINANCIAL IMPACT:

What is the amount of the revenue/expenditure in the current fiscal year? For future years?

Current year expenditures are expected to be \$132,785. Funding of \$115,000 for the purchase of library materials has been requested for FY 2025.

Is this a one-time or recurring revenue/expenditure?

This is a recurring expenditure, although the amount is dependent upon budget approval.

Is this revenue/expenditure budgeted?

Yes, funds are available in the General Fund Community Development Library Services budget in account 010-3215-423.61-20.

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this revenue/expenditure?

Yes

RECOMMENDATION:

City staff recommends that the Council authorize the increase in funding for the purchase of library materials from Ingram Library Services from \$90,000 to \$132,785 for FY 2024.

DEPARTMENTAL CLEARANCES:

Purchasing
Finance
City Attorney

ATTACHED SUPPORTING DOCUMENTS:

Vendor Comparison
Contract Details
Presentation