

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	59781	Agenda Number	32.
Meeting Date:	August 4, 2016			
Department:	Purchasing			
Subject				
Authorize negotiation and execution of a 36-month contract with MIDWEST TAPE, LLC, or one of the other qualified offerors to Request For Proposals JRD0312, to provide musical compact discs and related services in an amount not to exceed \$450,000, with three 12-month extension options in an amount not to exceed \$150,000 per extension option, for a total contract amount not to exceed \$900,000.				
Amount and Source of Funding				
Funding in the amount of \$25,000 is available in the Fiscal Year 2015-2016 Operating Budget of the Austin Public Library. Funding for the remaining 34 months of the original contract period and extension options are contingent upon available funding in future budgets.				
Fiscal Note				
A fiscal note is not required.				
Purchasing Language:	The Purchasing Office issued a Request for Proposals (RFP) JRD0312 for these goods and services on April 18, 2016 and it closed on May 10, 2016 with two offers received. The recommended offer is the best evaluated offer submitted by a responsible offeror. Additional information on the solicitation is included below the line. The recommended offeror is not the current provider for these goods and services.			
Prior Council Action:				
For More Information:	Jonathan Dalchau, Senior Buyer Specialist, 512-974-2938			
Boards and Commission Action:				
Related Items:				
MBE / WBE:	This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9D Minority Owned and Women Owned Business Enterprise Procurement Program. For the goods and services required for this solicitation, there were an insufficient number of certified M/WBEs; therefore, no subcontracting goals were established.			

Additional Backup Information

The contract will establish a supply agreement for musical compact discs (CDs), as well as cataloging and processing services for the Austin Public Library (Library); which includes the Austin History Center, 28 branch libraries, and the new Central Library. The CDs will encompass all musical styles and will be made available for checkout by Austin Library patrons.

The contract will provide a wider selection of music CDs at the new Central Library to support "The Live Music Capital of the World" culture. The music CDs will include current playlists, local artists, music from various genres and languages, and artists who have been featured at the different musical festivals which Austin hosts, such as South by Southwest (also known as SXSW) and the Austin City Limits Festival (also known as ACL). Furthermore, the contract will include services such as re-casing the CD's in strongboxes, supplying digital cover art with a bar code embedded, and hub rings printed with the bar code information.

An evaluation team with expertise in this area evaluated the offers and scored Midwest Tape, LLC as the best to provide these goods and services based on program concept and solutions, demonstrated company experience and personnel qualifications, total evaluated cost, and local business presence.

This request allows for the development of a contract with a qualified offeror that Council selects. If the City is unsuccessful in negotiating a satisfactory contract with the selected offeror, negotiations will cease with that provider. Staff will return to Council so Council may select another qualified offeror and authorize contract negotiations with this provider.

The current contract expires on August 7, 2016. Without the new contract in place, the Library would not be able to provide new CDs to their patrons and the ability to stock the new Central Library would be restricted.

A complete solicitation package, including a response list, is on file in the City's Purchasing Office and is available on the City's Financial Services Austin Finance Online website. Link: [Solicitation Documents](#)

MIDWEST TAPE LLC				
	# months	Contract Amount	Contract Amendment	Revised Amount
Original Term	36	\$ 450,000	n/a	n/a
Extension Option 1	12	\$ 150,000	n/a	n/a
Extension Option 2	12	\$ 150,000	n/a	n/a
Extension Option 3	12	\$ 150,000	n/a	n/a
TOTAL	72	\$ 900,000	\$ -	\$ -