

REQUEST FOR BOARD ACTION / CONTRACT CONTROL FORM

Tracking Number: 20a.

Date of Request: June 25, 2007

Date Request Received: June 25, 2007

Board Meeting Date Requested: July 9, 2007

Board Meeting Date Assigned: July 9, 2007

Short Title: Resolution Authorizing A Purchase Order To W.T. Cox Subscriptions For Annual Library Periodical Renewals: \$5,194.86.

- Request Status:**
- Request is proceeding to Board of Commissioners
 - More information is needed – see attached
 - Request on hold – no further information needed
 - Other:

Background: Most library newspaper and magazine renewals are managed by a single periodical vendor whose service places orders, handles payment to individual publishers, and rectifies any customer complaints. This saves money for the county as it greatly reduces staff time and provides discounts off regular consumer prices.

(Administrative Use Only)

We requested and received pricing from three vendors. Not all titles were available through all vendors, but after analysis of the final cost to us to obtain the titles requested, we recommend again renewing with W.T. Cox Subscriptions. The costs to the library from the three vendors for obtaining the same group of titles are as follows:

W.T. Cox	\$5,194.86
Ebsco	\$5,479.30
Demco	\$5,518.72

This expenditure is budgeted in FY2007-2008.

Specific Action Requested: Approve a purchase order in the amount of \$5,194.86 to W.T. Cox Subscriptions from "Periodical" library line item 630-410200 as budgeted.

Requested by: Mike Taylor
Department: Library
Title: Director
Contact Phone: ext. 3926
Contact Fax: 910-259-0656

CONTRACT TYPE

- Renewal
- For Service(s)
- Intergovernmental – County as Grantee
 - Federal Grantor
 - State Grantor
 - Grantor
- County as Grantor
 - County Funds
 - Other Funds:
- Revision
- For Equipment

PURCHASING

Date Rec'd: Budgeted Item: Yes No
 Reviewed and Approved
 Comments on Reverse

Date Sent: Signed:

ATTORNEY

Date Rec'd: Reviewed and Approved
 Legal Problem(s)
 Comments on Reverse

Date Sent: Signed:

FINANCE

Date Rec'd: Sufficient Funds Available Not Available
 Budget Amendment Necessary
 Budgeted Amendment is Attached
 Comments on Reverse

Date Sent: 7/8/07 Signed: Dawn J. Maul

CLERK

Signature(s) Required:
 Board Chairman/County Manager
 Other:

Date Rec'd Approved by Board: Yes No
At meeting on

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval

Initials

NOW, THEREFORE, BE IT RESOLVED by the Pender County Board of Commissioners that

a purchase order is authorized to be executed by the County Manager to W.T. Cox Subscriptions in the amount of \$5,194.86 from library line item 630-410200 for renewal of magazine and newspaper subscriptions. The County Manager is authorized to execute any/all agreements necessary to implement the resolution.

AMENDMENTS:

MOVED _____

SECONDED _____

APPROVED _____

DENIED _____

UNANIMOUS

YEA VOTES: Rivenbark ___ Blanchard ___ Brown ___ Moore ___ Williams ___

F.D. Rivenbark, Chairman

July 9, 2007

Date

ATTEST

July 9, 2007

Date

REQUEST FOR BOARD ACTION / CONTRACT CONTROL FORM

Tracking Number: 206.

Date of Request: June 25, 2007

Date Request Received: June 25, 2007

Board Meeting Date Requested: July 9, 2007

Board Meeting Date Assigned: July 9, 2007

Short Title: Resolution Authorizing A Purchase Order To The Library Corporation For The Renewal Of Software Support: \$10,697

- Request Status:**
- Request is proceeding to Board of Commissioners
 - More information is needed – see attached
 - Request on hold – no further information needed
 - Other:

(Administrative Use Only)

Background: This is the annual technical support renewal for the library operations computer software. This is a normally budgeted annual expense. The vendor of the software is the sole provider for this essential service. The costs increase about 5% annually. This annual support contract also provides software enhancements, upgrades, and unlimited technical support.

The software describes over 100,000 items, and processes about 250,000 loan transactions a year. It provides financial accounting, reports, and many other important functions to operating the library.

Specific Action Requested: Approve a purchase order in the amount of \$10,697 to The Library Corporation from "Computer" line item 630-406000 as budgeted.

Requested by: Mike Taylor
Department: Library
Title: Director
Contact Phone: ext. 3926
Contact Fax: 910-259-0656

CONTRACT TYPE

- Renewal
- For Service(s)
- Intergovernmental – County as Grantee
 - Federal Grantor
 - State Grantor
 - Grantor
- County as Grantor
 - County Funds
 - Other Funds:
- Revision
- For Equipment

PURCHASING Budgeted Item: Yes No
 Date Rec'd: Reviewed and Approved
 Comments on Reverse

Date Sent: _____
 Signed: _____

ATTORNEY Reviewed and Approved
 Date Rec'd: Legal Problem(s)
 Comments on Reverse

Date Sent: _____
 Signed: _____

FINANCE Sufficient Funds Available
 Date Rec'd: Not Available
 7/12/07 Budget Amendment Necessary
 Budgeted Amendment is Attached
 Comments on Reverse

Date Sent: 7/12/07
 Signed: *David J. McCull*

CLERK Signature(s) Required:
 Board Chairman/County Manager
 Other:

Date Rec'd Approved by Board: Yes No
 At meeting on

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval

Initials

NOW, THEREFORE, BE IT RESOLVED by the Pender County Board of Commissioners that

a purchase order is authorized to be executed by the County Manager to The Library Corporation (TLC) in the amount of \$10,697 from library line item 630-406000 for renewal of library software support. The County Manager is authorized to execute any/all agreements necessary to implement the resolution.

AMENDMENTS:

MOVED _____

SECONDED _____

APPROVED _____

DENIED _____

UNANIMOUS

YEA VOTES: Rivenbark____ Blanchard____ Brown____ Moore____ Williams____

F.D. Rivenbark, Chairman

July 9, 2007
Date

ATTEST

July 9, 2007
Date