



## REQUEST FOR BOARD ACTION

ITEM NO. 9

**DATE OF MEETING:** November 23, 2015

**REQUESTED BY:** Mike Taylor, Director, Pender County Public Libraries

**SHORT TITLE:** Approval of a Purchase Order to Demco for the Purchase of Two Library Book Drops: \$11,010.00.

**BACKGROUND:** The County budgeted \$10,000 for this purchase to replace two outdoor book drops which are aging and increasingly malfunctioning in Burgaw and Hampstead. The book drop brand and model which the Library wants to purchase cost \$1,010.00 more than is budgeted. Donations have been given to cover the difference.

The Friends of Pender County Library in Burgaw and the Topsail Township Friends of the Library are each donating \$510.00 to increase the capital outlay line item by \$1,010.00 to a grand total of \$11,010.00. A Budget Ordinance Amendment for this amount has been submitted separately for Board approval.

The four quotes for the same brand and model of book drop, including freight, were as follows: \$11,010.00 (Demco, the winning bid). Other bids are \$11,678.00 (Brodart), \$12,946.63 (TLS) and \$13,025.98 (Kingsley Companies).

**SPECIFIC ACTION REQUESTED:** To approve a Purchase Order to Demco in the amount of \$11,010.00. The expenditure has been budgeted in the FY 2015-16 Budget Ordinance and amended to be taken from the following line item:

Library Capital Outlay: 630-407400