

# MANATEE COUNTY GOVERNMENT AGENDA MEMORANDUM

<b>SUBJECT</b>	Addendum #4 to Agreement for Library Subscription Material	<b>TYPE AGENDA ITEM</b>	Consent
<b>DATE REQUESTED</b>	March 13, 2001	<b>DATE SUBMITTED/REVISED</b>	February 14, 2001
<b>BRIEFINGS?/WHO?</b>	No	<b>CONSEQUENCES IF DEFERRED</b>	None
<b>DEPARTMENT/DIVISION</b>	Financial Management/Purchasing	<b>AUTHORIZED BY TITLE</b>	Jim Seuffert Director <i>JS</i>
<b>CONTACT PERSON TELEPHONE/EXTENSION</b>	Frank Lambertson / Renee Harper 3042 3326/238	<b>PRESENTER/TITLE TELEPHONE/EXTENSION</b>	Diane Frenz, Director, Information Services Department, 3076

**ADMINISTRATIVE APPROVAL**

DM for E Padgett 3/7/01

**ACTION DESIRED**

INDICATE WHETHER "REPORT or "DISCUSSION, "FORM OF MOTION, or "OTHER ACTION REQUIRED:

Authorization for Chairman to execute Addendum #4 to the Library Subscription Material Agreement with EBSCO Inc., Birmingham, AL to extend the agreement for a period of two (2) years on an as required basis.

**ENABLING/REGULATING AUTHORITY**

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.)

Ordinance 99-37, Purchasing Code Section 4-106 Contract Administration

**BACKGROUND/DISCUSSION**

- 5/14/96 Board approved and executed agreement with EBSCO Inc., to provide County Libraries with subscription materials requested by the citizens of Manatee County

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HAS COUNTY ATTORNEY REVIEW BEEN REQUESTED? Indicate "NO" or "YES" @ right.  
If "NO," proceed to 1A/1B below. If "YES," proceed to 2A/2B below

No

1) IF "NO" TO ABOVE,

A) PLEASE EXPLAIN BELOW: (see also following section 1B re: contract, agreement, lease, etc.)

Action is in accordance with Article 4 of the Agreement

B) IF A CONTRACT, AGREEMENT, LEASE OR OTHER DOCUMENT WAS PREVIOUSLY APPROVED, STATE YEAR OF LAST USE @ RIGHT:

2) IF "YES" TO FIRST QUESTION IN THIS SECTION,

**APPROVED IN OPEN SESSION**

A) HAS ENTIRE MATTER, OR ONLY A PORTION, BEEN REVIEWED? IF ONLY A PORTION, WHICH PORTION?

MAR 13 2001

B) HAVE ALL COMMENTS/SUGGESTIONS RAISED BY COUNTY ATTORNEY BEEN ADDRESSED/INCORPORATED INTO THE COUNTY ATTORNEY MEMO RE THIS MATTER MUST BE ATTACHED (If comments were verbal, so indicate.)

**BOARD OF COUNTY COMMISSIONERS  
MANATEE COUNTY, FLORIDA**

**ATTACHMENTS:** (List in order as attached)

- 1) Departmental Memorandum
- 2) Addendum #4 (two originals)

**INSTRUCTIONS TO BOARD RECORDS:**

Originals to Board Records and EBSCO, Inc., 5724 Highway 280 East, Birmingham, Alabama 35242.  
Copy of the signature page to F. Lambertson / Purchasing.

**COST:** \$40,000 (not to exceed - blanket agreement)

**SOURCE (ACCT# & NAME):** Various

**COMMENTS:** N/A

**AMT./FREQ. OF RECURRING COSTS (ATTACH FISCAL IMPACT STATEMENT):** N/A

5 NBT CD rc 22.

- 6/17/97 Board authorized Chairman to execute addendum #1, extending the agreement for the period commencing May 14, 1997 and ending May 13, 1998.
  - 5/19/98 Board authorized Chairman to execute addendum #2, extending the agreement for the period commencing May 14, 1998 and ending May 13, 1999.
  - 5/4/99 Board authorized Chairman to execute addendum #3, extending the agreement for the period commencing May 14, 1999 and ending May 13, 2000.
  - Information Services Department, Library Division has determined there is a continuing need for subscription materials and the vendor has performed satisfactorily during the term of the contract.
  - Addendum #4 would extend the agreement for an additional two (2) year period commencing on May 14, 2000 and ending May 13, 2002. Due to administrative error, services were not extended past May 2000, therefore a two year extension is being recommended to reflect the agreement's period of performance.
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MANATEE COUNTY  
**MANATEE COUNTY GOVERNMENT**

**MEMORANDUM**

2001 JAN 11 AM 9:58

**DATE:** January 9, 2001  
**TO:** Traci Moore, Financial Management, Purchasing Division  
**FROM:** Renee Harper, Information Services, Library Division  
**SUBJECT:** New Term Agreements

PURCHASING

Enclosed you will find copies of current Term Agreements with all addendums for the following companies:

Baker & Taylor	T9000013
Bell & Howell	T0000036
BookSource	T9000009
Brodart	T9000011
Ebsco	T9000017
Ingram	T9000016

Each of these agreements are due to expire in May 2001. Kevin Beach, Collection Development Manager, at the Library, went through each Term Agreement and made notes as to what revisions should be considered for the new Term Agreements. I have highlighted the revisions to assist the buyer/contract negotiator with the changes needed. The old Term Agreements will expire in May and therefore new Term Agreements must be written and approved in a timely manner.

If you have any questions or need additional information please contact me at extension 3326/238.

Thank you.

**INFORMATION SERVICES DEPARTMENT - LIBRARY DIVISION**