



Department of Administrative Services
City of Frisco, Texas

Memorandum

To: Honorable Mayor Maso and City Council Members

Thru: George Purefoy, City Manager
Nell Lange, Assistant City Manager

From: Tom Johnston, Director of Administrative Services

Date: April 12, 2011

Subject: Consider and Act Upon Approval of a Purchase Order with Book Wholesalers Incorporated, for the Purchase of Additional Library Materials during the Fiscal Year 2011

Action Requested: City Council approval of a purchase order with Book Wholesalers Incorporated, for the purchase of additional Library materials during the fiscal year 2011, in the amount of \$104,000.

Background Information: Books, movies and music will be purchased in the areas of children and youth materials from Book Wholesalers Incorporated (BWI), through North East Texas Library System supplier's contract approved by the State of Texas. This purchase order is in addition to the ones approved by Council in October of 2010 and will allow for the purchase of additional materials in the area of children and youth collections. Total expenditure with BWI for the fiscal year 2011, including October purchase orders and this request will be \$229,000.

Board/Citizen Input: N/A.

Alternatives: City Council could choose not to approve this purchase order at this time.

Financial Considerations: Available funds are appropriated in the Library's 2011 operating budget.

Supporting documents: Department memos and North East Texas Library System contract.