



**Library District Board of Trustees
Regular Meeting
AGENDA ITEM**

NUMBER: 9

SUBJECT:

Purchase Order with Midwest Tape for the Purchase of Audio/Visual Materials and Cataloging in An Amount Not to Exceed \$30,000. (For Possible Action; Recommendation – Approve)

REQUESTED BY:

Forrest Lewis, Director of Library

WARD:

(Citywide)

RECOMMENDATION OR RECOMMEND MOTION:

That the Board approve a purchase order agreement with Midwest Tape for FY25, in an amount not to exceed \$30,000

FISCAL IMPACT:

Amount: \$30,000

Explanation: For the purchase of audio/visual materials and cataloging

ACCOUNT NUMBER:

290 200523

STAFF COMMENTS AND BACKGROUND INFORMATION:

Using the library bidding exception as expressed in NRS 332.115 for library materials, along with our signed agreement with Midwest Tape granting us the same high volume discounts awarded to the Las Vegas-Clark County Library District, the Library District is asking for permission for the City's Finance Department to issue a purchase order with Midwest Tape, in an amount not to exceed \$30,000. These funds will be used for the purchase of new library audio/visual materials, along with the necessary cataloging and processing for circulation.

CIP No.

Related Item:

LIST CITY COUNCIL GOAL(S): Responsible Fiscal Management

PREPARED BY:

Forrest Lewis, Director of Library

Respectfully Submitted

Micaela R. Moore,
City Manager

MEETING DATE:

July 23, 2024