



Agenda Report

August 20, 2018

TO: Honorable Mayor and City Council

FROM: Department of Libraries and Information Services

SUBJECT: CONFIRM A CONTRACT AWARD TO REFLECT THE FULL BUSINESS NAME OF THE ENTITY AS: BTAC ACQUISITION CORPORATION, DOING BUSINESS AS BAKER & TAYLOR, LLC.

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed contract is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061 (b) (3);
2. Confirm a contract award to reflect the full business name of the entity as: BTAC Acquisition Corporation, doing business as Baker & Taylor, LLC.

BACKGROUND:

On May 7, 2018, the City Council authorized the City Manager to enter into a contract with Baker & Taylor, LLC to provide book and audiovisual materials and services for an amount not to exceed \$655,997 for the Department of Libraries and Information Services. The original agenda report inadvertently did not include the full business entity name. Therefore, a change to the City Council authorization is recommended to reflect the full entity name of BTAC Acquisition Corporation doing business as Baker & Taylor, LLC. All other recommendations from the original report remain the same.

The Department of Libraries and Information Services utilizes book material vendors and audiovisual material vendors that provide customized ordering and processing services, timely and high-level customer service and delivery, and a wide-ranging inventory of new, best-selling, and retrospective books and audiovisual items.

COUNCIL POLICY CONSIDERATION:

This action supports the City Council's goals of maintaining fiscal responsibility and stability and supporting the quality of life in Pasadena.

ENVIRONMENTAL ANALYSIS:

This action is exempt from CEQA pursuant to State CEQA Guidelines section 15061 (b) (3). The contract is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment.

The proposed action will only confirm the full business entity name in the previous Council authorization and will not result in any new development or physical changes.

FISCAL IMPACT:

There is no fiscal impact as a result of this action to confirm the prior contract authorization reflecting the full business entity name, and this action will not have indirect or support cost requirements.

Respectfully submitted,



MICHELLE PERERA
Director
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Services

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