

**Town of Weymouth  
Massachusetts**

Robert L. Hedlund  
Mayor  
  
75 Middle Street  
Weymouth, MA 02189



Office: 781.340.5012  
Fax: 781.335.8184  
  
TTY: 781.331.5124

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**MEMORANDUM**

20 005

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**TO: TOWN COUNCIL**  
**FROM: ROBERT L. HEDLUND, MAYOR**  
**RE: FREE CASH FOR NEW TUFTS LIBRARY COLLECTION**  
**DATE: JANUARY 16, 2020**

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I submit the following measure to Town Council for its consideration and action:

“That the Town of Weymouth transfer the sum of \$100,000 from Free Cash for the purpose of funding costs associated with the purchase of new materials for the New Tufts Library Opening Day Collection.”

**This measure requires a legal notice and a public hearing.**

At the time of this submittal the available Free Cash is \$6,586,670.00

Referral Dte. \_\_\_\_\_ PH Dte. \_\_\_\_\_

Comm. Referral \_\_\_\_\_ TC Vote \_\_\_\_\_

Comm. Vote \_\_\_\_\_ TC Vote Dte. \_\_\_\_\_

Comm. Vote Dte. \_\_\_\_\_

2020 JAN 16 AM 10:39

RECEIVED  
TOWN OF WEYMOUTH  
TOWN CLERK'S OFFICE

Weymouth  
TOWN COUNCIL

2020 JAN 16 AM 10:54

RECEIVED

**Robert MacLean**  
Director of Library Services

**Town of Weymouth**  
**Weymouth Public Libraries**

**Robert L. Hedlund**  
Mayor

**Tufts @ Pratt Library**  
1400 Pleasant Street  
East Weymouth, MA 02189  
Phone: (781) 340-5002



**Weymouth Town Hall**  
75 Middle Street  
Weymouth, MA 02189  
(781) 335-2000  
(781) 331-5124 (TTY)

To: Mayor Robert Hedlund  
Ted Langill, Chief of Staff

From: Robert MacLean, Director of Library Services

Date: January 13, 2020

Re: Free Cash Request for Opening Day Collection at Tufts Library

In preparation for the opening of the new Tufts Library in June 2020, we are requesting \$100,000 from FY2019 certified free cash in order to purchase new materials to meet the expected demand by new and returning patrons to the 50,000-square-foot library. With this funding, we will be able to add approximately 5,800 books and audiobooks to our existing adult, teen, and children's collections. The selected books and audiobooks will fill identified gaps in our collections.

We will work with our existing vendor, Brodart, to curate and order groups of new books and audiobooks and have them processed and cataloged prior to their arrival to Tufts Library by the end of May. The Weymouth Public Libraries is a Member of the Massachusetts Library System (MLS). MLS collaborates with the Massachusetts Higher Education Consortium (MHEC) to provide consortium pricing through statewide contracts for library supplies and materials. All MLS Members are eligible to use the MHEC contracts. MHEC conducts its procurement in a fair, open and competitive manner consistent with the MA Chapter 30B requirements. The MHEC Contract Managers and staff have completed MCPPO training and/or are fully designated MCPPO's (Massachusetts-Certified Public Purchasing Officials). Brodart Company is an approved vendor on the MHEC contract L51 Library: Books and Media. The contract runs through September 30, 2020.



Massachusetts Higher Education  
Consortium 100 University Drive, Suite 1  
Amherst, MA 01002

MC14-L51

07/01/2016 through 09/30/2019

Katherine Moskos  
kmoskos@mhec.net  
Phone: (413) 992-2503  
FAX: (413) 577-0692

**Please distribute to**

MHEC Library Members  
MLS Library Members  
All MHEC Members

**Library: Books and Media**

**Addenda**

Changes to this contract will be listed here, if they occur. Contact information changes do NOT require Addenda. To view up-to-date contact information, go to [www.mhec.net](http://www.mhec.net), select Search button. Next page to view the contract.

[To view addendum 1 -7 please click here.](#)

**Addendum 8 :** The Av Cafe has been removed from contract. They have gone out of business as of March 31, 2019.

**Addendum 9:** The contract has been renewed for a period of one (1) to end on September 30, 2020. The following suppliers have been terminated: Better World Books, Eastern Book Company, HF Group, Owlkids, Inc



## Contract Notes

### MC14-L51 Library: Books and Media

#### General Notes on the Contract

BID PROCESS: 92 suppliers were provided an opportunity to bid on the L51 Library Books and Media Contract posted on April 4, 2016. The bid opened on May 5, 2016 and 18 bids were awarded contracts. This contract is a THREE (3) year contract commencing July 1, 2016 and will expire September 30, 2019 with two (2) one year options to renew.

The Massachusetts Higher Education Consortium (MHEC) has worked collaboratively with the Massachusetts Library System and the Southborough Library to bring forward this contract for use by our members for Library Books and Media. Eighteen quality suppliers are represented offering a wide range of standard and customizable library items at prices equal to or better than other purchasing consortium contracts. For some of the suppliers, their complete catalog of products is offered at high discounts off the catalog prices. All suppliers will endeavor to establish MHEC Member webpages to assist in finding the products and prices needed and as these webpages are created, members will be notified by the suppliers. Some of the suppliers currently have established webpages exclusively for MHEC and MLS that will contain even more products than are available from their published catalogs with the list and the discounted pricing available to members. To ensure that you are receiving the MHEC discounted price, members should identify their institution as a MHEC member when speaking to a suppliers and when placing all orders. Some suppliers will only require the first time contact as a registration, while others may require that you a) reference the MHEC or b) provide the contract number MHEC MC14-L51 or c) use a special code provided to the member. Regardless of the size of the discount offered, members should occasionally comparison shop products that you use to ensure that you are getting the best quality products and pricing available. If you should find consistently lower prices off the contract, you can contact the MHEC Contract Manager. Please support the suppliers on contract. Your continued patronage and purchasing power will ensure that the future pricing discounts will be available through the MHEC Contracts.

#### FOR MEMBERS

You may be required to use a website or supplier special code to obtain the contract benefits and receive special contract pricing. Please refer to the individual supplier contract for codes or when making first contact with the supplier after July 1, 2016. Please be sure to identify yourself as an MHEC/MLS member and follow instructions to ensure you are capturing all available discounts. The member identification to the supplier should occur for all sales including special price offerings.

#### PLACING ORDERS

When requesting a quote or placing any form of an order please proceed to do the following:

- (a) Identify yourself as an MHEC Member
- (b) Reference MHEC and/or Contract L51

Utilizing these steps will assure proper contract pricing and tracking of all volume done under the MHEC contract.

#### DEALERS ORDERS

Purchase orders may be placed with the contract manufacturer or it's named dealers if listed. See individual contracts terms for a list of dealers. When placing orders or receiving quotations from a named dealer please make sure the dealer references themselves as the "named dealer" on all documentation. Also, make sure they reference the contract number L51 and/or MHEC and the MHEC contract holder's company name. The dealer must agree to the terms, conditions, pricing and discounts listed with the MHEC contract holder.

#### PRICE LISTS

You will be able to download many price lists at the MHEC web site when you search the database. Other supplier price lists are on file with the MHEC. Review contract details for brand award specifics. Suppliers can only offer brands awarded on their contract and/or if they are on for their entire catalog.

#### Product Categories - Use this list to search the Web under Product Categories

Audio, Board Books, Book Binding, Book Recycling, Book Rental, Book Reseller Services, CD/DVD Media, Online Support Library, Continuation Acct., Digitization Services, Digital Library, Databases, Downloadable Audio, Electronic Media, Entire Catalog, Films on Demand, Hardcover/Trade Adult or Juvenile, Imported English and Non-English Language Eds, Interactive Library/ebrary, JV: Reinforced Trade, Large Print, Licensing fees, Maps, Musical scores/Sheet Music, NonTrade, Novelty/Activity Books, Paperback, Prebound, Preservation/Conservation Treatment, Processing Costs, Book Jacket, Mylar, attached, Book Stamping/Property Label, Readers Advisory services, Streaming, Summer Reading Programs, Take Home Tablets, Text, Technical Reference, Small Press, Textbooks Beyond K-12, Textbooks K-12, Titles of Limited Demand, Training Media/DVDs, Used Books, Video Games

#### Web Page Search Instructions link:

<http://private.mhec.net/pdf/SearchInstructions.pdf>

Please see <http://www.mhec.net/mhec-mls> for important facts and other helpful information for library members. A link is also provided to the MLS website for member convenience.

For training help both for members and suppliers, please use <http://www.mhec.net/traininghelp>



Contract # MC14-L51

07/01/2016 through 09/30/2019

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Special Notes on Individual Vendors	
<b>Baker &amp; Taylor, LLC</b>	Baker & Taylor is the premier worldwide distributor of books, digital content and entertainment products. They are partnering with best-in-class technology companies to help their suppliers manage bundled physical and digital content, and to give their customers digital and print-on-demand solutions.
<b>Better World Books</b>	Better World Books has a variety of programs to help MHEC members manage their discards, donations and/or surplus books. Their programs are free for their partners and they pay for shipping and supplies. They are able to return back a percentage of the net sale from a library's surplus books. The percentage they pay is based on several factors including how many books can be shipped at a time and their logistics costs. In addition, Better World Books offers a 15% discount on any book you purchase on their website with a 2 book minimum. Buying a used book not only helps other libraries but helps the environment as well.
<b>Bibliotheca ITG, LLC dba Bibliotheca</b>	Bibliotheca is dedicated to the development of solutions that help sustain and grow libraries around the world. Their products are designed to provide a welcoming, intuitive and seamless environment for those that use the library – wherever they chose to use it - be that at home, on the move or within the foundation of the library itself. Pre-bound are previously bound and have been rebound with a library quality hardcover binding. In almost all commercial cases, the book in question begins as a paperback version.
<b>Blackstone Audio, Inc.</b>	Blackstone Audio is one of the nation's largest independent audiobook publishers, offering over 10,000 unabridged audiobook titles, plus more than 150 new releases each month, including titles from Blackstone, Hachette, HarperCollins, Harlequin Audio, Christian Audio and Penguin Random House. They are dedicated to providing the best audiobook content available.
<b>Brodart Co., by Nubro Inc., General Partner</b>	The Books & Library Services Division is the premier supplier of shelf-ready materials to libraries, delivering carefully selected, cataloged and processed books. Today, Brodart offers state-of-the-art online tools, bibliographic services, and consulting exclusively to libraries. Customers select from over five million English-language titles, Spanish-language materials, plus audio and video products.
<b>Cavendish Square Publishing</b>	Leveraging print and digital assets of Marshall Cavendish's US Library Programs, Cavendish Square has a diverse list of library-bound circulating nonfiction series and early readers that range in grade level from kindergarten to college. Their highly acclaimed readers are for emergent through fluent grade 2. Their circulating reference and nonfiction series support the science, social studies, and health curricula, covering everything from Cultures of the World to It's My State to the Backyard Safari. Their digital program features more than 750 titles available as eBooks and more than 50 digital databases on their enhanced user-friendly platforms.
<b>Complete Book and Media Supply</b>	Complete Book & Media Supply was incorporated in 1996 to serve the needs of their corporate, educational and government clients requiring a supplier for books, publications and subscriptions. Their solutions and capabilities are uniquely designed to meet the specific requirements of each library. Their combination of customer service, experience, price point, selection and technology are outstanding.
<b>DAI LLC</b>	DAI, LLC is New England's leading contractor when it comes to every aspect of Disaster Restoration, Library and Book Preservation. They specialize in commercial library buildings and assets and are prepared to handle everything from small jobs to large corporation scale restoration. All services are performed by certified technicians using safe, state of the art equipment and techniques. This allows them to meet and exceed their client's expectations.
<b>Eastern Book Company</b>	Eastern Book Company offers more than 6 million titles. Their selection, efficient service options, integrated workflow solutions, and staff support the acquisitions needs of any library. EBC is an expert distributor for library directors nationwide. They support acquisitions staff with their experience and service.
<b>HF Group LLC</b>	HF Group has been preserving the printed word since 1821. They also operate under the name Acme Bookbinding. They have plants in Massachusetts, Ohio, Indiana and NC. They specialize in textbook rebinding and library binding and are the largest provider of this service in the country--serving all 50 states. They also offer trade binding (large runs of hard cover and soft cover books), digital print and bind services (hard cover or soft cover books in any quantity), find binding in leather, restoration, conservation, reformatting/digitizing, and archival book/document storage.



**MC14-L51**

Library: Books and Media

Contract Duration from 07/01/2016 through 09/30/2019

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## 5 Brodart Co., by Nubro Inc., General Partner

<u>Address</u>	500 Arch Street Williamsport, PA 17701	<u>Contact</u>	Tara Miller
<u>Email</u>	bookbids@brodart.com	<u>Phone</u>	800-233-8467
<u>Web</u>	www.brodartbooks.com	<u>Tollfree</u>	
<u>SDO</u>		<u>Fax</u>	570-651-1639
<u>Biz Type</u>		<u>FEI #</u>	232248758

The Books & Library Services Division is the premier supplier of shelf-ready materials to libraries, delivering carefully selected, cataloged and processed books. Today, Brodart offers state-of-the-art online tools, bibliographic services, and consulting exclusively to libraries. Customers select from over five million English-language titles, Spanish-language materials, plus audio and video products.

Return Policy Authorization from your Customer Care Associate is necessary prior to returning any item(s). A 15% handling fee may be applied.

Major Credit Cards MC, Visa, American Express

Delivery Shipments are made via best method (Conway, USPS, or UPS Ground).

Cash Terms Net 30 Days

Offer Extended Offer IS extended to Faculty, Staff & Students

FOB Destination

Freight Included (No Charge for Best Means Freight)

Minimum Order No

Additional Terms After Brodart has verified a customer is a member of MHEC/MLS, an account with applicable pricing will be set up. The account number will be needed when placing orders.

Contract  
extended to  
New England  
States:

Yes	No	Pending	Restricted	Restrictions Defined
<b>CT</b>				
<b>MA</b>				
<b>ME</b>				
<b>NH</b>				
<b>RI</b>				
<b>VT</b>				



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Brodart Co., by Nubro Inc., General Partner

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