

SOLE SOURCE REQUEST AND DETERMINATION FORM

This form must be forwarded to the Purchasing Officer for the City of Santa Fe Purchasing Office for processing.

Date: 07/08/16

Prepared By: Gail Vigil

Title: Contracts Administrator

Vendor Name: Recorded Books

Address: P.O. Box 64900

City: Baltimore

State: MD

Zip Code: 212644900

Description of Good/Service to be Procured: Books, Subscriptions, Periodicals & Audio Books on CD

Estimated Cost: 35,000.00

Term of Contract: 1 Year

1. Explain why this is the only available source that can be meet the needs of your department.

Recorded Books provides over 22,000 titles in its catalog and is the only audiobook company that offers such a wide selection available for standing orders with the Library. Recorded Books offers a generous replacement policy for damaged discs.

2. Explain why this vendor is the only available source from which to obtain this product of service.

The company has affirmed (memo from vendor is attached) that there is no other source for this item. Our search for possible vendors proved unsuccessful; or

Other reason, please explain in full. Attach additional sheets, if necessary.

3. Explain why the price is considered fair and reasonable.

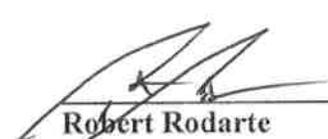
Recorded books are comparably priced and have a lifetime replacement guarantee for discs & cases. If a patron damages a disc we can get a single replacement instead of replacing the whole set at a higher price.

4. Describe the efforts made to obtain the best possible price from this sole source vendor for the taxpayers. What (if any) is the total cost savings from the original quote? (Attach additional sheets, if necessary.)

Library Staff negotiated with Recorded Books, receiving both a discount and special pricing on accompanying digital titles.

Approvals:

Based on the above facts, the Purchasing Office has made the determination that the justification for the Sole Source procurement is in accordance with Section 13-1-126, NMSA 1978 and will be posted for a 30-day period prior to award.


Robert Rodarte
Purchasing Officer


Date

Recorded Books

July 8, 2016

To Whom It May Concern,

Thank you for your interest in Recorded Books. We are happy to provide you with the following sole source information on our products.

Recorded Books has been recording and publishing unabridged audiobooks since 1979. We currently hold over 25,000 products, all of them copyrighted by Recorded Books, Inc. and registered with the United States Copyright Office. Each unabridged audiobook (ReadAlong Homework pack, SmartReader, SteadyReader, Spanish titles, eAudio, etc.) produced by Recorded Books is assigned a unique ISBN number and come packaged in a durable, double vinyl album. Library edition audiobooks recorded and manufactured by Recorded Books can only be purchased directly from our company, which makes us the sole source for Recorded Books products.

We are also the sole source for libraries for the Modern Scholar lecture series, Evergreen Audiobooks, and Pimsleur Language Programs for Libraries. Recorded Books is the only provider to libraries of the following online services: OneClickdigital, ePrep, Atomic Training, Transparent Language Online, Signing Savvy, LawDepot for Libraries, Universal Class, Zinio for Libraries, InstantFlix: Powered by IndieFlix, GymAmerica, Kudza, BenchPrep, Worldcrunch, ArtistWorks, ComicsPlus, OnePlay and FastPencil for Libraries.

Please call us if you need additional information. Sincerely,



Jim Schmidt

Senior Vice President of Sales and Marketing

270 Skipjack Road, Prince Frederick, Maryland 20678

www.recordedbooks.com 800-638-1304