

NORTH BAY COOPERATIVE LIBRARY SYSTEM

[HTTPS://NORTHNETLIBS.ORG/ABOUT-NLS/NBCLS/](https://northnetlibs.org/about-nls/nbcls/)

NBCLS Board of Directors

Special Meeting
January 23, 2020
9:00 a.m. – 10:00 a.m.

Conference Call
Phone Number: 1-877-216-1555
Passcode: 907394

- | | | |
|---|---------|--------------|
| 1. Call to Order | Olowski | |
| 2. Roll Call | Olowski | |
| 3. Public Invited to Address the Council | | |
| 4. Approval of Agenda (ACTION ITEM) | Olowski | |
| 5. Review and Approval of Changes in Terms of NBCLS Courier Contract (ACTION ITEM) | Olowski | Attachment 1 |
| 6. Discussion of future delivery alternative couriers | | |
| 7. Adjourn | | |

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Brown Act:

The legislative body of a local agency may use teleconferencing in connection with any meeting or proceeding authorized by law. Cal. Gov't Code §54953(b)(1). A "teleconference" is "a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both." Cal. Gov't Code § 54953(b)(4). A local agency may provide the public with additional teleconference locations. Cal. Gov't Code § 54953(b)(4).

The teleconferenced meeting must meet the following requirements:

- (1) it must comply with all of the Act's requirements applicable to other meetings;
- (2) all votes must be taken by roll call;
- (3) agendas must be posted at all teleconference locations and the meeting must be conducted in a manner that protects the statutory and constitutional rights of the parties or public appearing before the body;
- (4) each teleconference location must be identified in the notice and agenda and each location must be accessible to the public;
- (5) during the teleconferenced meeting, at least a quorum of the members of the legislative body must participate from locations within the boundaries of the body's jurisdiction; and
- (6) the agenda must provide the public with an opportunity to address the legislative body at each teleconference location. Cal. Gov't Code § 54953(b).

Meeting Locations

NorthNet Library System	32 West 25 th Ave., Suite 201, San Mateo, CA 94403
Belvedere-Tiburon Library	1501 Tiburon Boulevard, Tiburon, CA 94920
Benicia Public Library	150 East L Street, Benicia, CA 94510
Dixon Public Library	230 North First Street, Dixon, CA 95620
Lake County Library	1425 N. High Street, Lakeport, CA 95453
Larkspur Public Library	400 Magnolia Avenue, Larkspur, CA 94939
Marin County Free Library	3501 Civic Center Drive, #414, San Rafael, CA 94903
Mendocino County Library	105 North Main Street, Ukiah, CA 95482
Mill Valley Public Library	375 Throckmorton Avenue, Mill Valley, CA 94941
Napa County Library	580 Coombs Street, Napa, CA 94559
St. Helena Public Library	1492 Library Lane, St. Helena, CA 94574
San Anselmo Public Library	110 Tunstead Avenue, San Anselmo, CA 94960
San Rafael Public Library	1100 E Street, San Rafael, CA 94901
Sausalito Public Library	420 Litho Street, Sausalito, CA 94965
Solano County Library	1150 Kentucky Street, Fairfield, CA 94533
Sonoma County Library	6135 State Farm Drive, Rohnert Park, CA 94928

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To: NBCLS Board of Directors
 Date: January 23, 2020
 From: Suzanne Olawski, NBCLS Chair
 Subject: NBCLS Delivery Courier Service

NBCLS was notified on January 9, 2020 by the Sprint Courier that they are experiencing a significant price increase in both the vehicle and Workers Compensation insurances. They have requested a 30% price increase in the current delivery contract price to help mitigate their operational costs and a two year contract commitment at the new price. They have given NBCLS a 30-day notice to terminate the delivery services, effective February 8, 2020.

The current contract is an annual contract and is set to expire June 30,2020. The current contract includes the right for either party to terminate the contract with 30 days of notice. In light of this notification, PLP staff has completed the following on behalf of NBCLS:

- PLP staff has held several conversations with the Sprint owner about extending the 30-day termination period. Conversations are ongoing.
- PLP staff has talked with MARINet, who also uses the same courier. They have also been notified, and they have indicated that they will be paying the 30% increase
- PLP staff contacted AmTran, the company that provides delivery for MVLS. AmTran indicated they do not have the capacity to do this, so would not provide a quote.
- PLP staff will be reaching out to several delivery companies to see if they are interested and will provide NBCLS with pricing at the meeting should that become available.

The following chart reflects the 30% price increase in delivery cost for each library jurisdiction for the period January to June 30, 2020. The Revised NBCLS Delivery Cost column reflects the new library delivery cost that will be invoiced net of CLSA Funds and eResources subscription costs.

FY2019-20 NBCLS REVISED DELIVERY COST (Based on 6 Month Price Increase)							
Library	(Rounded) Total CLSA Allocation	FY19/20 NBCLS Delivery Cost	30% Price Increase (January - June 30)	REVISED NBCLS Delivery Cost	FY 19/20 NBCLS Delivey Cost Less CLSA Funds, OD &RBDigital Costs (To Be Invoiced)	REVISED FY 19/20 NBCLS Delivey Cost Less CLSA Funds, OD & RBDigital Costs (To Be Invoiced)	VARIANCE 30% Increase to Invoice
Benicia Public Library	\$9,861	\$14,555	\$2,183	\$16,738	(\$6,681)	(\$8,865)	\$2,183
Dixon Public Library	\$9,960	\$11,967	\$1,795	\$13,762	(\$2,329)	(\$4,124)	\$1,795
Lake County Library	\$12,360	\$31,288	\$4,693	\$35,981	(\$20,540)	(\$25,233)	\$4,693
Mendocino County Library	\$13,956	\$46,150	\$6,923	\$53,073	(\$32,194)	(\$39,117)	\$6,923
St. Helena Public Library	\$8,432	\$10,625	\$1,594	\$12,219	(\$3,162)	(\$4,756)	\$1,594
Solano County Library	\$33,661	\$31,118	\$4,668	\$35,786	(\$4,851)	(\$9,519)	\$4,668
Sonoma County Library	\$41,393	\$30,740	\$4,611	\$35,351	\$10,653	\$6,042	\$0
Total	\$129,622	\$176,443	\$26,466	\$202,909	(\$59,105)	(\$85,571)	\$21,855

* Negative amount denotes an invoice will be sent to the library

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Recommendation

It is recommended that the NBCLS Council approve the increase to the existing delivery contract with Sprint not to exceed 30% through June 30, 2020. It is also recommended that PLP staff research other courier services and provide that information to the Council.