

# MHLS Directors Association

## Business Meeting | Friday, March 22, 2019

### **New/Proposed Business & Information #1: Financial Planning & the MHLS Delivery Service**

**Background:** The service contract with our current delivery vendor ends on June 30, 2019. As per our stakeholder approved 2018 & 2019 Action Plan, MHLS staff engaged in a Request for Proposal (RFP) process. The RFP was issued on January 2, 2019 and responses were publicly opened on February 4. An evaluation of the respondents has been conducted to assess their viability and qualifications.

**Issue:** Despite fiscal conservation efforts by the MHLS staff and board, the quote from our lowest qualified bidder exceeds the current budget allocation. The timeline for making a decision is quite tight given the need for MHLS Board action, contractual stipulations with a delivery vendor.

**Recommendation:** The System Services Advisory Committee (SSAC) and the Central Library/Collection Development Advisory Committee (CL/CD) have met to discuss this issue and develop a recommendation for the DA's consideration that will involve a financial plan using a combination of MHLS Operating Funds, Central Library Development Aid (CLDA) and a proposed increase to the Members Assessment in 2020 & 2021, the first proposed increase in eight years, which will be presented at the March 22 DA meeting.

**Status:** Discussed at 3.6.19 SSAC meeting; Discussed at 3.20.19 CL/CD meeting; Discussion item at 3.22.19 DA Business Meeting & Workshop; planned Action Item for 4.9.19 DA Business Meeting