



FLAGSTAFF CITY-COCONINO COUNTY PUBLIC LIBRARY

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300 West Aspen Avenue Flagstaff, Arizona 86001 (928) 213-2332

**To: City of Flagstaff Procurement**

**From: Amelia Mason – Library Executive Assistant**

**Date: July 28<sup>th</sup>, 2025**

**Re: Baker & Taylor Cooperative Purchasing Agreement**

The Flagstaff City-Coconino County Public Library is seeking a cooperative purchasing agreement with Baker & Taylor for the purchasing of physical circulating materials (books, DVDs, CDs, and reference materials), as well as the processing of these items (adding of laminate covers, mylar jackets, theft detection, and/or stamping the materials) not to exceed \$200,000 annually, to provide library materials to the community.

This figure was generated through a careful analysis of previous spending, budget availability, and community need determined by circulation of current collection and patron requests. This figure represents the total amount we anticipate spending with Baker & Taylor for these circulating materials.

Thank you,

Amelia Mason  
Executive Assistant  
Flagstaff City-Coconino County Public Library  
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928-213-2350