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MAIL 3505 County Road 42 West, Burnsville, MN 55306

May 26, 2015

St Charles Parish School Board
13855 River Road
Luling, LA 70070

Library Services
RFP #40191742
Due: June 1, 2015 at 2:00 pm

Dear Ms Abbey,

Thank you for the opportunity to provide a proposal for St Charles Parish Public Schools. Mackin is a true, one-source acquisition service providing more than 2.4 million titles from over 18,000 different publishers through one continuously updated online catalog: www.mackin.com. We are confident you will find that Mackin provides the vast experience, selection and custom services that are necessary to support your schools and we look forward to being your partner in education.

Mackin provides books in multiple bindings (including publisher library, trade hardcover, paperback, and MackinBound prebound) as well as nonprint materials such as DVDs and Blu-ray and audio and music CDs and MP3s. We also include **FREE shipping and FREE standard cataloging and processing** on all orders.

Digital resources are becoming a mainstay in education and our free school-centric eResources management system, MackinVIA™, provides easy, convenient access to all your digital materials. With nearly 300,000 eBooks, 100+ online educational databases and more than 40,000 digital audiobooks available from Mackin, we are properly equipped to assist your schools with digital solutions.



Mackin is committed to providing a superior level of customer service. When you need assistance, it's only one step away - Mackin's customer service department can be reached at 800-245-9540, customerservice@mackin.com or via LiveChat at Mackin.com. We look forward to expanding our relationship with St Charles Parish Schools.

Sincerely,


Rebecca Michael

Bids and Contracts Manager

Online Catalog
(updated daily)

www.mackin.com



CENTRALBIDDING
FROM CENTRAL AUCTION HOUSE

Request for Proposal-Library Services

St. Charles Parish Public Schools

Project documents obtained from www.CentralBidding.com

22-May-2015 08:00:31 AM

St. Charles Parish Public Schools
Library Services
April 30, 2015

Proposal

St. Charles Parish Public Schools is seeking written proposals in order to enter into a 12 month contract, from July 1, 2015 – June 30, 2016, for library services in accordance to instructions and specifications of services to meet the district’s needs today and in the future. At the option of the St. Charles Parish School Board and acceptance by the vendor, this contract may be renewed at the same terms and conditions for two (2) additional twelve (12) month periods.

The intent of the specifications is to invite proposals on high quality merchandise. It is not the intent to eliminate brands of equal quality but instead to set forth and convey to prospective vendors the general style, type, character, and quality of the product desired. All books must be brand new. No refurbished books will be considered.

Your proposal should address each of the following topics: 1.) inventory 2.) ordering 3.) customer service and 4.) pricing. Read each section carefully and **provide a detailed written narrative describing each of the topics.**

Delivery

Proposals must be submitted electronically through the “Online Bids, RFPs, etc.” link at www.stcharles.k12.la.us under “Quick Links” no later than 2:00 p.m. on Monday, June 1, 2015.

Proposal Format: Provide your RFP utilizing the same format and order of major headings as defined within this scope of services. All areas listed will be evaluated and scored during the selection process. Therefore, at a minimum, the proposal must address each major heading listed within this scope of services.

Evaluation

Proposals will be evaluated and scored by a committee, appointed by the Superintendent, based upon the content of the proposals. After review of proposals, questions and/or demonstrations maybe required to be presented to the committee.

Each area will be weighted as follows:

Inventory	25%
Ordering	25%
Customer Service	25%
Pricing	<u>25%</u>
	100%

I. INVENTORY

- A. Average number of publishers stocked for the past 12 months

Mackin works with approximately 18,000 publishers.

- B. Average number of titles stocked for the past 12 months

Mackin has access to over 2 million titles.

- C. Percentage of inventory geared for the K-2 school population

Approximately 25% of titles available through Mackin are geared towards the K-2 school population.

- D. Percentage of inventory geared for the 3-5 school population

Approximately 25% of titles available through Mackin are geared towards the 3-5 school population.

- E. Percentage of inventory geared for the 6-8 school population

Approximately 25% of titles available through Mackin are geared towards the 6-8 school population.

- F. Percentage of inventory geared for the 9-12 school population

Approximately 25% of titles available through Mackin are geared towards the 9-12 school population.

II. ORDERING

- A. Selection information

1. Percent of over order required (substitution list)

We recommend customers over order by 20% in order to ensure full spending of funds.

2. Average order fill rate on 1st shipment

Mackin is pleased to provide an average fill rate of 80-100% in the first shipment.

- | | | |
|----|-----------------------|-----------------------------------------------------------------------------------------------------------|
| | | author's last name – all caps |
| c. | Biography, Individual | 921 plus 1 st three letter of biographer's last name – all caps |
| d. | Biography, Collective | 920 plus 1 st three letters of author's last name – all caps |
| e. | Story Collection | SC plus 1 st three letters of author's last name – all caps |
| f. | Reference | REF plus Dewey classification and 1 st three letters of title or author's last name – all caps |
| g. | Graphic Novels | GN plus Dewey classification and 1 st three letters of title or author's last name – all caps |
6. Book pockets are to be glued on the inside back flyleaf.
 7. One barcode label is to be attached vertically in the upper right hand corner of the back cover (do not affix barcode label if the position interferes with pertinent text). The second barcode label is to be attached horizontally above the book pocket on the inside back flyleaf. Both labels are to be covered with protective tape and imprinted with the school name and eye readable barcode number. The symbology to be used on the barcode labels is Code 3 of 9, Mod 10.

C. Replacement Policy

1. Books that are received damaged/defective are to be returned to the successful vendor at no expense to the district.
2. Books which are cataloged/barcoded incorrectly are to be returned to the successful vendor at no expense to the district.
3. Books that are received "not as ordered" are to be returned to the successful vendor at no expense to the district.

D. MARC Records

1. Provide full MARC records with MARC tags for the titles listed on pages 7-11. These MARC records are to be on a CD or downloadable file.
2. MARC records will be examined against the criteria listed on Attachment #2.

3. MARC records are to be compatible with Destiny Follett Software.
4. Sears and Library of Congress subject headings are to be used.
5. No hyperlinks in the MARC records will be accepted (tag #856).
6. CDs or downloadable records are to be provided with each order. CDs are to be received with each shipment.
7. Are MARC records available for downloading?

III. CUSTOMER SERVICES

- A. Name and location of field representative
Name: Herbie Thorpe

Address: [Madisonville, LA](#)

Telephone: [985-807-7545](#)

Email: herbie.thorpe@mackin.com

- B. The successful vendor must assign a customer service representative to assist the district to expedite orders and resolve problems.

Name: [Lisa Lukens](#)

Telephone: [800-245-9540](#)

Email: lisa.lukens@mackin.com

- C. Submit a list of at least three public school systems to which you are currently supplying books on a contractual basis.

Reference #1:

Contact Person: [Lisa Thibodeaux](#)

Title/Position: [Library Program Manager](#)

School District: [St Mary Parish School Board](#)
Address: [474 Highway 317, Centerville, LA 70522-0170](#)
Telephone: [337-836-9661](#)
Email Address: lthibodeaux@stmary.k12.la.us

Reference #2:

Contact Person: [Hugh Harlton](#)
Title/Position: [Purchasing & Insurance Manager](#)
School District: [St Bernard Parish School Board](#)
Address: [200 E St Bernard Highway, Chalmette, LA 70043](#)
Telephone: [504-301-2000](#)
Email Address: hharlton@sbpsb.org

Reference #3:

Contact Person: [Pat Hanisee](#)
Title/Position: [Media Center Supervisor](#)
School District: [Lafayette Parish School Board](#)
Address: [326 Gauthier Road, Lafayette, LA 70501](#)
Telephone: [337-521-7184](#)
Email Address: jphanisee@lppsonline.com

D. Billing/Delivery

1. Itemized invoices are to be submitted to each school.
2. Invoices are to be issued only upon the completion of an order.

3. What is the estimated time frame from order to 1st delivery?

Your first shipment will arrive approximately 28 days after receipt of order.

4. What is the estimated time frame for subsequent deliveries?

Your second and final shipment (if necessary) will arrive approximately 45 days after receipt of order.

5. Books must be packaged and delivered to physical address of school.
6. Shipping and handling charges are to be absorbed by vendor.

IV. PRICING

- A. Provide the discounted proposed price to the left of each title listed below on the sample buying list. Price given should apply to the edition listed. No substitution of editions will be accepted. **ALL BOOKS MUST BE BRAND NEW. NO REFURBISHED BOOKS WILL BE CONSIDERED.**

1. **\$16.20** Adler, David. *Triangles*. (LCCN: 2012-037371) (ISBN: 9780823423781) Library Bound
2. **\$17.09** Albee, Sarah. *Why'd They Wear That?: Fashion as the Mirror of History*. (ISBN: 9781426319198) Hardcover
3. **\$15.38** Aveyard, Victoria. *Red Queen (Red Queen #1)*. (OCLC: 906784815) (ISBN: 9780062310637) Trade Hardcover
4. **\$14.87** Baldacci, David. *Finisher*. (LCCN: 2013951103) (ISBN: 9780545652209) Trade Hardcover
5. **\$14.04** Barnett, Mac. *Sam & Dave Dig a Hole*. (LCCN: 2013955959) (ISBN: 9780763662295) Library Bound
6. **\$15.38** Barretta, Gene. *Neo Leo: The Ageless Ideas of Leonardo da Vinci*. (ISBN: 9780805087031) (LCCN: 2008038220) Library Bound
7. **\$8.50** Baum, L. Frank. *The Wonderful Wizard of Oz* (LCCN 2005-920760) (ISBN-13: 978-1-59308-221-5) Paperback
8. **\$18.15** Bell, Cece. *El Deafo*. (LCCN 2013-955590) (ISBN-13: 978-1-41971-020-9) Publisher's Hardcover
9. **\$18.99** Birdsall, Jeanne. *The Penderwicks in Spring*. (LCCN 2014-023537) (ISBN-13: 978-0-375-97077-1) Library Bound
10. **\$14.53** Black, Peter Jay. *Blackout*. (LCCN 2014-029078) (ISBN: 9781619635920) Hardcover
11. **\$11.11** Bondor-Stone, Annabeth. *Shivers!: The Pirate Who's Afraid of Everything*. (LCCN: 2014022684) (ISBN: 9780062313874) Trade Hardcover
12. **\$28.45** Bradbury, Ray. *Fahrenheit 451 (Unabridged)*. (OCLC #48198015) (ISBN: 9780694526277) Audio Book
13. **\$18.80** Carle, Eric. *Very Hungry Caterpillar*. (LCCN: 79013202) (ISBN-13: 978-0-3992-0853-9) Library Bound
14. **\$15.33** Cassino, Mark. *The Story of Snow: The Science of Winter's Wonder*. (LCCN: 2009004368) (ISBN: 9780811868662) Hardcover
15. **\$14.53** Chin, Jason. *Gravity*. (ISBN: 9781596437173) Hardcover
16. **\$21.37** Collins, Terry. *Surprise Attack! Nickolas Flux and the Attack on Pearl Harbor*. (LCCN: 2014003942) (ISBN: 9781491402535) Library Bound
17. **\$23.27** Colson, Mary. *Australia*. (LCCN: 2011015800) (ISBN: 978432960940) Library Bound
18. **\$6.40** Dahl, Roald. *The Umbrella Man and Other Stories*. (OCLC: 54807395) (ISBN: 9780142400876) Paperback
19. **\$5.78** Davies, Nicola. *One Tiny Turtle*. (ISBN: 9781415595992) (ISBN: 9780763623111) Trade Hardcover
20. **\$17.09** Dessen, Sarah. *Saint Anything*. (LCCN: 2014039813) (ISBN: 9780451474704) Trade Hardcover
21. **\$15.38** Dixon, Heather. *Illusionarium*. (LCCN: 2014041136) (ISBN: 9780062001054) Trade Hardcover
22. **\$21.22** Doeden, Matt. *Tools and Treasures of Ancient Rome*. (LCCN 2013-022290) (ISBN: 9781467714334) Library Bound
23. **\$12.34** Eaton, Maxwell *The Flying Beaver Brothers and the Hot Air Baboon*. (LCCN 2013-028711) (ISBN-13: 978-0-385-75467-5) Library Bound
24. **\$22.61** Fitzgerald, F. Scott. *Tender is the Night*. (LCCN: 96015215) (ISBN: 9780684830506) Trade Hardcover
25. **\$14.53** Gavin, Rohan Knightley & Son:2 *K-9*. (ISBN: 9781619634947) Hardcover

26. **\$23.47** Gerber, Larry. *Getting Inked: what to expect when you get a tattoo.* (ISBN: 9781448846160) Library Bound
27. **\$21.80** Green, Sara. *LEGO.* (LCCN 2014-040189) (ISBN: 978-1-62617-208-1) Library Bound
28. **\$35.10** Gibbs, Nick. *Make Your Own Furniture Manual.* (LCCN: 2014930864) (ISBN: 9780857334909) Paperback
29. **\$18.99** Gruss, Karen. *One Red Shoe.* (LCCN 2013 437996) (ISBN: 9780987109965) Hardcover
30. **\$9.38** Gutman, Dan. *Mrs. Lane is a Pain.* (LCCN: 2013051282) (ISBN: 978-0-0621-9847-1) PreBound
31. **\$15.38** Hale , Shannon. *The Forgotten Sisters.*(ISBN: 9781619634855) Hardcover
32. **\$15.38** Hall, Maggie. *Conspiracy of Us.* (LCCN: 2014015540)(ISBN: 9780399166501) Trade Hardcover
33. **\$14.53** Hautala, Beth. *Waiting for Unicorns* (ISBN: 9780525426318) Hardcover
34. **\$14.20** Henkes, Kevin. *The Year of Billy Miller.* (ISBN: 9780062268129) Hardcover
35. **\$15.67** Hendrix, John. *Shooting at the Starts: The Christmas Truce of 1914.* (LCCN 2013-029535) (ISBN:9781419711756) Publisher's Hardcover
36. **\$18.99** Higgins, Nadia. *Defending the Land: Causes and Effects of Red Cloud's War.* (LCCN 2014-033148) (ISBN-13: 978-1-49142-035-5) Library Bound
37. **\$15.33** Idle, Molly. *Flora and the Penguin.* (LCCN: 2013042455) (ISBN: 9781452128917) Trade Hardcover
38. **\$18.00** Jones, Wendy. *The Fairy-tale Princess: Seven Classic Stories from the Enchanted Forest.* (LCCN 2012-930270) (ISBN-13: 978-0-500-65006-6) Publisher's Hardcover
39. **\$16.24** Keller, Laurie. *Open Wide: Tooth School Inside.* (LCCN: 99027965) (ISBN: 9780805061925) Hardcover
40. **\$14.53** Kelly, Erin Entrada. *Blackbird Fly.* (ISBN: 9780062238610) Hardcover
41. **\$13.21** Knudsen, Michelle. *Marilyn's Monster.* (LCCN: 2014944904) (ISBN-13: 978-0-7636-6011-6) Hardcover
42. **\$17.10** Lawrence D.H. *Lady Chatterley's Lover.* (LCCN: 2011021054) (ISBN: 9780141192482) Trade Hardcover
43. **\$4.98** Lowry, Lois. *Number the Stars.* (LCCN: 2012376381) (ISBN: 9780545359450) Publisher's Hardcover
44. **\$21.85** Malchiodi, Cathy. *Art Therapy Sourcebook.* (LCCN: 2006001325) (ISBN: 9780071468275) Paperback
45. **\$22.25** Markle, Sandra. *Case of the Vanishing Little Brown Bats: A Scientific Mystery.* (LCCN: 2013030953) (ISBN: 9781467714631) Library Bound
46. **\$14.04** Martin, Ann M. *Home is the Place.* (LCCN: 2014947737)(ISBN: 9780545359450) Trade Hardcover
47. **\$14.53** Miller, Jeff. *Close Encounters of the Nerd Kind.* (LCCN: 2014958871) (ISBN: 9780062272652) Trade Hard Cover
48. **\$35.00** Miller, Ron. *Cleopatra.* (LCNN 2007-050079) (ISBN: 9780791095829) Library Bound
49. **\$26.43** Morris, Neil. *Enlightenment And Revolution.* (LCNN -2009-923557) (ISBN: 9788860981783) Library Bound
50. **\$14.53** Muchamore, Robert. *Sleepwalker.* (ISBN: 9781481456630) Trade Hardcover
51. **\$18.04** Mull, Brandon. *Arcade Catastrophe.* (LCCN 2012-023506) (ISBN-13: 978-1-60907-179-0) Publisher's Hardcover
52. **\$15.38** Muth, Jon. *Hi, Koo!* (LCCN: 2012040378) (ISBN: 9780545166683) Library Bound
53. **\$14.53** Ohi, Debbie Ridpath. *Where are my Books?.*(LCCN: 2014015990) (ISBN-13: 978-1-4424-6741-5) Library Bound
54. **\$12.71** Park, Linda Sue. *Long Walk to Water: A Novel: Based on a True Story.* (ISBN: 9780547251271) Hardcover
55. **\$18.99** Parker, Jeff. *Metear Men.* (LCCN: 2014934910) (ISBN: 9781620101513) Paperback
56. **\$23.70** Parker, Sarah Jessica. *100 Shoes : The Costume Institute/The Metropolitan Museum.* (LCCN: 2011926881) (ISBN: 978030172409) Paperback
57. **\$8.56** Pauley, Kimberly. *Ask Me.* (OCLC: 878837010) (ISBN: 9781616955311) Paperback
58. **\$11.96** Patterson, James. *Just My Rotten Luck.* (LCCN: 2014 040297) (ISBN 13: 978-0316284776) Hardcover
59. **\$12.82** Pennypacker, Sara. *Completely Clementine.* (LCCN: 2013-030583) (ISBN-13: 978-1-42312-358-3) Publisher's Hardcover
60. **\$47.99** Peters, Julie Anne. *Define Normal.* (ISBN: 9781478980803) Audio Books
61. **\$69.22** Peterson, Linda. *The Norton Reader: An Anthology of Nonfiction* (13th Ed). (LCCN: 2011042407) (ISBN: 9780393912180) Paperback
62. **\$18.99** Petty, Dev. *I Don't Want to be a Frog.* (LCCN: 2014012949) (ISBN-13: 978-0-3759-7334-5) Library Bound
63. **\$14.53** Polacco, Patricia. *Fiona's Lace.* (LCCN 2012-047856) (ISBN-13: 978-1-44248-724-6) Publisher's Hardcover
64. **\$14.20** Rabinowitz, Alan. *A Boy and a Jaguar.* (LCCN: 2012025531) (ISBN: 9780547875071)

- Hardcover
65. **\$24.22** Rosinsky, Natalie M. *Write your own Graphic Novel* (ISBN: 978075653856-9) Hardcover
 66. **\$14.53** Rose, Caroline Starr. *Blue Birds*. ISBN: 9780399168109 Hardcover
 67. **\$19.94** Rosenstock, Barb. *The Noisy Paint Box: The Colors and Sounds of Kandinsky's Abstract Art*. (LCCN: 2012032800 (ISBN: 9780307978493) Library Bound
 68. **\$18.00** Roth, Susan. *Parrots over Puerto Rico*. (LCCN: 2012048195) (ISBN: 9781620140048) Hardcover
 69. **\$22.52** Rowell, Charles Henry (ed.). *Angles of Ascent: A Norton Anthology of Contemporary African American Poetry*. (LCCN: 2011042967)(ISBN: 9780393339406) Hardcover
 70. **\$5.64** Rylander, Chris. *Codename Zero*. (LCCN 2013 032327) (ISBN:9780062120090) Hardcover
 71. **\$15.35** Sandler, Martin W. *Secret Subway: The Fascinating Tale of an Amazing Feat of Engineering -* (ISBN: 9781426304620) Hardcover
 72. **\$14.54** Santat, Dan. *Adventures of Beekle, The Unimaginary Friend*. (LCCN: 2013017700) (ISBN: 9780316199988) Trade Hardcover
 73. **\$193.75** Shakespeare, William. *The Riverside Shakespeare* (2nd Edition). (LCCN: 96076897) (ISBN: 9780395754900) Hardcover
 74. **\$14.04** Sheinkin, Steve. *Lincoln's Grave Robbers*. (ISBN: 9780545405720) Hardcover
 75. **\$28.45** Shelley, Mary Wollstonecraft. *The Annotated Frankenstein*. (LCCN: 2012024171) (ISBN: 9780674055520) Trade Hardcover
 76. **\$15.38** Stead, Philip C. *Special Delivery*. (LCCN: 2014009900) (ISBN-13: 978-1-5964-3931-3) Library Bound
 77. **\$23.04** Straub, Emma. *Vacationers*. (LCCN: 2013037110) (ISBN: 9781594631573) Trade Hardcover
 78. **\$15.69** Stiefvater, Maggie. *Blue Lily, Lily Blue*. (LCCN: 2014947741) (ISBN: 9780545424967) Trade Hardcover
 79. **\$12.34** Seuss Dr. *Cat in the Hat*.(LCCN: 56005470) (ISBN-13: 978-0-3949-0001-8) Library Bound
 80. **\$14.20** Sweet, Melissa. *Balloons over Broadway: The True Story of the Puppeteer of Macy's Parade*. (LCCN: 2010-044181) (ISBN: 9780547199450) Hardcover
 81. **\$20.66** Taylor-Butler, Christine. *Insects and Spiders*. (LCCN 2013-002137) (ISBN: 978-0-531-21753-5) Library Bound
 82. **\$13.21** Taylor, Sean. *Hoot Owl, Master of Disguise*. (LCCN: 2013957281) (ISBN: 978-0-7636-7578-3) Hardcover
 83. **\$15.04** Thimmesh, Catherine. *Scaly Spotted Feathered Frilled: How Do We Know What Dinosaurs Really Looked Like?* (LCCN: 2012048466) (ISBN: 9780547991344) Trade Hardcover
 84. **\$9.88** Torres, Jennifer. *The Disappearing*. (ISBN: 9781622851737) Hardcover
 85. **\$18.00** Tubbs, Janet. *Creative Therapy for Children with Autism, AD/HD, and Asperg*. (LCCN: 2007015463) (ISBN: 9780757003004) Paperback
 86. **\$14.04** Tullet, Herve'. *Help! We Need a Title*. (LCCN: 2013944015) (ISBN: 978-0-7636-7021-4) Hardcover
 87. **\$13.72** Vaught, Susan. *Footer Davis Probably Is Crazy*. (LCCN 2014 009437) (ISBN: 9781481422765) Hardcover
 88. **\$14.53** Viorst, Judith. *And Two Boys Booed*.(LCCN: 2013007871) (ISBN: 978-0-3743-0302-0) Hardcover
 89. Wallach, Tommy. *We All Looked Up*. (LCCN: 2014004565) (ISBN: 978148148775) Trade Hardcover
 90. **\$14.53** Ward, Jennifer. *Mama Built a Little Nest*. (LCCN: 2013003343) (ISBN: 9781442421165) Hardcover
 91. **\$20.52** Weir, Andy. *Martian*. (LCCN: 2013362514) (ISBN: 9780804139021) Trade Hardcover
 92. **\$14.01** Weitekamp, Margaret. *A Pluto's Secret: An Icy World's Tale of Discovery*. (LCCN: 2012033546) (ISBN: 9781419704239) Hardcover
 93. **\$6.68** White, E.B. *Charlotte's Web*. (LCCN: 52009760) (ISBN: 978-0-0644-0055-8) Paperback
 94. **\$13.67** Willems, Mo. *Don't Let the Pigeon Drive the Bus*.(LCCN: 2004296657) (ISBN-13: 978-0-7868-1988-1) Hardcover
 95. **\$14.53** Woodson, Jacqueline. *Brown Girl Dreaming*. (ISBN: 9780399252518) Hardcover
 96. **\$18.00** Woolett, Laura. *Big Top Burning*. (LCCN 2014 036121) (ISBN: 9781613731147) Hardcover
 97. **\$13.72** Winter, Jeanette. *Henri's Scissors*. (LCCN: 2012033171) (ISBN: 9781442464841) Trade Hardcover
 98. **\$5.69** Yolen, Jane. *Centaur Rising*. (LCNN-2014-015964) (ISBN: 9781250068132)Trade Hardcover
 99. **\$15.35** Yomtov, Nelson. *How to Write a Memoir*. (LCCN 2013-008074) (ISBN: 978-1-62431-188-8) Library Bound
 100. **\$15.38** Zappia, Francesca. *Made You Up*. (LCCN: 2014045003) (ISBN: 9780062290106) Trade Hardcover

- B. Provide the uniform discount that would be applied to all district orders.

Mackin is pleased to provide an **additional 5%** off our online prices as part of this proposal. Our online catalog at Mackin.com is already discounted up to 45% off publishers' list prices – meaning your discounts are up to 50% off publishers' list prices.

- C. Processing costs

1. If processing costs are free, what is included?

Mackin provides any combination of a full MARC records, one applied barcode label, one applied spine label, one reading program label, mylar covers on all jacketed books, and attached book pocket free of charge.

2. What is the cost per book for processing (this shall include affixed spine label, label for reading/Lexile/interest level, 2 barcodes per book affixed with protective labels, and affixed book pocket)?

The charge for the processing detailed above would be \$0.10 for the additional barcode, all other items are provided free of charge.

3. What is the cost for affixed mylar book jacket?

Mylar on jacketed books is applied free of charge.

3. What is the cost for affixed Kapco book cover?

Kapco covers are applied for \$1.79 per book.

4. What is the cost for supplying and inserting Checkpoint Security Strips?

Checkpoint Security Strips are applied for \$0.39 per item.

Attachment #1

Criteria for Web Sites

Company: Mackin Educational Resources

Reviewer:

URL: www.mackin.com

1. How soon are you "timed out" of the web site?
2. When printing from the web site, are you able to print all of the available information?
3. When creating lists of titles, are you able to save a copy to your account and download a copy in PDF, Excel, and/or Word?
4. Are the records provided brief or detailed?
5. Are the following items provided?
 - a. Two or more reviews per title
 - b. Annotations
 - c. Subject areas
 - d. Number of pages
 - e. Type of binding
 - f. Reading/Lexile level
 - g. Interest level
 - h. Awards
 - i. Reading program information (Scholastic Reading Counts **and** Accelerated Reader)

6. Can searches be conducted by, or limited to, the following criteria?
 - a. Dewey range
 - b. Type of binding
 - c. Reading/Lexile level
 - d. Interest level
 - e. Reading program (Scholastic Reading Counts **and** Accelerated Reader)
 - f. Awards
 - g. Exact title search
 - h. Series search
 - i. ISBN search
 - j. Author search
 - k. Copyright range
7. Can you do a **true** keyword search? (Ex: "heavy metal" vs. heavy + metal)
8. Are you able to use the "Back" button to navigate?
9. Does the website provide a collection analysis feature?
10. Does the website provide for the emailing, forwarding, merging, and copying of created lists?

Attachment #2

Criteria for MARC Records

Company: Mackin Educational Resources

Reviewer:

Tag #	Subfield	Indicator	Description	√ if Present
010		a	LCCN.	<input type="checkbox"/>
020		a	ISBN.	<input type="checkbox"/>
082	04	a	Dewey Classification #.	<input type="checkbox"/>
100	1	a	Author's name,	<input type="checkbox"/>
		d	Birth/Death date, if known.	<input type="checkbox"/>
245	10	a	Title /	<input type="checkbox"/>
		b	Remainder of title	<input type="checkbox"/>
		c	Statement of responsibility.	<input type="checkbox"/>
		n	book numeral.	<input type="checkbox"/>
		n	Series Title.	<input type="checkbox"/>
250		a	Edition.	<input type="checkbox"/>
260		a	Place of Publication :	<input type="checkbox"/>
		b	Publisher,	<input type="checkbox"/>
		c	Date of publication.	<input type="checkbox"/>
300		a	# p ;	<input type="checkbox"/>
		b	Physical details,	<input type="checkbox"/>
		c	Dimensions.	<input type="checkbox"/>
490	0	a	Series title ;	<input type="checkbox"/>
		v	#	<input type="checkbox"/>
504		a	Bibliography note.	<input type="checkbox"/>
505	8	a	Contents note (Table of Contents) Needed if no summary is listed.	<input type="checkbox"/>
520	8	a	Summary.	<input type="checkbox"/>
521	0	a	Lexile level.	<input type="checkbox"/>
	2	a	Interest level.	<input type="checkbox"/>
526	0	c	Beginning reading level range	<input type="checkbox"/>
		d	Ending reading level range	<input type="checkbox"/>
600	10	a	Personal name subject, if applicable.	<input type="checkbox"/>
650	0	a	Topical subject.	<input type="checkbox"/>
651	0	a	Geographical subject, if applicable.	<input type="checkbox"/>
700	1	a	Personal name added entry, if applicable,	<input type="checkbox"/>
		d	Birth/Death dates, if known,	<input type="checkbox"/>
		e	Relator term (illustrator, editor, etc.), if applicable.	<input type="checkbox"/>