TO: MIDWEST TAPE
AUDIO GO
AUDIO BOOK SERVICES
BOOK ON TAPE
CAPSTONE
CENTER POINT, INC.
LERNER PUBLISHING GROUP
MIDWEST LIBRARY SERVICES
BOOK WHOLESALERS INC.
SCHOLASTIC LIBRARY PUBLISHING
INGRAM LIBRARY SERVICES
BAKER AND TAYLOR INC.
BRODART CO.
WORLD BOOK PUBLISHING

DATE ISSUED: FEBRUARY 5, 2014
CURRENT REFERENCE NO: 583-12
CONTRACT TITLE: LIBRARY BOOKS AND MATERIALS

THIS IS A NOTICE OF RENEWAL OF CONTRACT AND NOT AN ORDER. NO WORK IS AUTHORIZED UNTIL THE VENDOR RECEIVES A VALID COUNTY PURCHASE ORDER ENCUMBERING CONTRACT FUNDS.

Your firm is awarded the above referenced contract. The contract term covered by this Notice of Award is effective FEBRUARY 1, 2014 and expires on JANUARY 31, 2015.

This is the THIRD year award notice of a possible FIVE year contract.

The contract documents consist of the terms, conditions, and specifications of RFP No. 583-12 and the proposal of the Contractor, incorporated herein by reference.

CONTRACT PRICING:

REFER TO VENDOR DISCOUNT LIST ATTACHED WHICH INDICATES THE AWARDS AND DISCOUNTS COVERED BY THIS NOTICE OF AWARD. BACKUP AWARDS ARE TO BE USED ONLY WHEN A PARTICULAR PURCHASE IS NOT AVAILABLE FROM THE PRIME VENDOR.

PRICE ADJUSTMENTS FOR EXTENSION OPTION BASED ON DISCOUNT.

ATTACHMENTS:

VENDOR DATA LIST

EMPLOYEES NOT TO BENEFIT:

NO COUNTY EMPLOYEE SHALL RECEIVE ANY SHARE OR BENEFIT OF THIS CONTRACT NOT AVAILABLE TO THE GENERAL PUBLIC.

VENDOR CONTRACT AND TELEPHONE NUMBER:
COUNTY CONTACT: ANNE GABLE
REFER TO VENDOR DATA ATTACHMENT
COUNTY TEL. NO.: 703-228-5981

CONTRACT AUTHORIZATION

DATE 2/5/14

DISTRIBUTION

BID FOLDER: 1

[Signature]
Procurement Officer
<table>
<thead>
<tr>
<th>Vendor Name and Address</th>
<th>Contact and Telephone No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Midwest Tape, LLC</td>
<td>Jess Jankowski 800-875-2765 <a href="mailto:jiankowski@midwesttapes.com">jiankowski@midwesttapes.com</a></td>
</tr>
<tr>
<td>Audioigo</td>
<td>David Ciesielski 800-621-0162 <a href="mailto:david.ciesielski@audioigo.com">david.ciesielski@audioigo.com</a></td>
</tr>
<tr>
<td>Audio Book Services Inc.</td>
<td>Deborah George 800-537-9333 <a href="mailto:libraryservices@slol.com">libraryservices@slol.com</a></td>
</tr>
<tr>
<td>Book on Tape</td>
<td>Norma Partida 714-684-8729 <a href="mailto:npartida@randomhouse.com">npartida@randomhouse.com</a></td>
</tr>
<tr>
<td>Capstone</td>
<td>Connie Ruyter 800-747-4992 <a href="mailto:bids@capstonepub.com">bids@capstonepub.com</a></td>
</tr>
<tr>
<td>Lerner Publishing Group</td>
<td>Pharon Lundquist 1-800-328-4929 <a href="mailto:plundquist@lernerbooks.com">plundquist@lernerbooks.com</a></td>
</tr>
<tr>
<td>Center Point, Inc.</td>
<td>Patricia Pendergast 1-800-937-5300 <a href="mailto:pendergast@centerpointlargeprint.com">pendergast@centerpointlargeprint.com</a></td>
</tr>
<tr>
<td>Midwest Library Services</td>
<td>Jay Askuvich 1-800-325-8833 <a href="mailto:askuvich@midwestls.com">askuvich@midwestls.com</a></td>
</tr>
<tr>
<td>Book Wholesales, Inc.</td>
<td>Jessica Adams 1-800-888-4478 <a href="mailto:jessica.adams@bwibooks.com">jessica.adams@bwibooks.com</a></td>
</tr>
<tr>
<td>Scholastic, Inc.</td>
<td>Kathy Brown 1-800-621-1115 <a href="mailto:kbrown@scholasticlibrary.com">kbrown@scholasticlibrary.com</a></td>
</tr>
<tr>
<td>Ingram Library Services, Inc.</td>
<td>Florence Cline 1-800-937-5300 <a href="mailto:florence.cline@ingramcontent.com">florence.cline@ingramcontent.com</a></td>
</tr>
<tr>
<td>Baker &amp; Taylor, Inc.</td>
<td>Lee Ann Queen 1-800-775-7930 <a href="mailto:bids@baker-taylor.com">bids@baker-taylor.com</a></td>
</tr>
<tr>
<td>Brodart Co.</td>
<td>Sue Marzzacco 1-800-233-8467 <a href="mailto:sue.marzzacco@brodart.com">sue.marzzacco@brodart.com</a></td>
</tr>
<tr>
<td>World Books, Inc.</td>
<td>Judy Stancil 1-800-975-3250 <a href="mailto:judy.stancil@worldbooks.com">judy.stancil@worldbooks.com</a></td>
</tr>
</tbody>
</table>
VIII. ATTACHMENTS AND FORMS

ARLINGTON COUNTY, VIRGINIA
REQUEST FOR PROPOSALS NO. 583-12

PROPOSAL FORM

PROPOSAL FORM PAGES CONSIST OF 1 OF 5


FOR PROVIDING LIBRARY BOOKS AND MATERIALS PER THE FOREGOING SOLICITATION:

THE UNDERSIGNED UNDERSTANDS AND ACKNOWLEDGES THE FOLLOWING:


AN ELECTRONIC COPY OF THE SOLICITATION DOCUMENTS ALSO IS AVAILABLE FROM THE COUNTY’S WEBSITE AT: HTTP://WWW.ARLINGTONVA.US/PURCHASING. HOWEVER, SUCH ELECTRONIC COPY IS SUBJECT TO AN IMPORTANT DISCLAIMER WHICH ALL POTENTIAL OFFERORS MUST ACKNOWLEDGE ONLINE BEFORE THE DOCUMENTS CAN BE DOWNLOADED.

POTENTIAL OFFERORS ARE RESPONSIBLE FOR DETERMINING THE ACCURACY AND COMPLETEENESS OF ALL SOLICITATION DOCUMENTS THEY RECEIVE, INCLUDING DOCUMENTS OBTAINED FROM THE COUNTY BY EITHER OF THE METHODS DESCRIBED ABOVE, AND DOCUMENTS OBTAINED FROM ALL OTHER SOURCES.

1. ALL MATERIAL (PROPOSAL AND ATTACHMENTS) SUBMITTED SHALL BE IN ___ COPIES, CONSISTING OF: ONE PROPOSAL, CLEARLY MARKED ON ITS COVER WITH THE WORD "ORIGINAL", WHICH SHALL INCLUDE THIS PROPOSAL FORM CONTAINING AN ORIGINAL LONGHAND SIGNATURE; AND FOUR ADDITIONAL COPIES, WHICH SHALL INCLUDE A PHOTOCOPY OF THE ORIGINAL SIGNED PROPOSAL FORM. THE ORIGINAL, SIGNED PROPOSAL FORM SHALL BE THE FIRST PAGE OF THE ORIGINAL PROPOSAL.

2. INDICATE THE NAME AND CONTACT INFORMATION OF THE PERSON WHO CAN RESPOND AUTHORIZEDLY TO ANY QUESTIONS REGARDING THIS PROPOSAL (PROJECT MANAGER).

NAME (PRINTED): Eric Timm TITLE: Account Executive
E-MAIL ADDRESS: etimm@midwesttapes.com TEL. NO.: 800-875-2785

TRADE SECRETS OR PROPRIETARY INFORMATION:
Trade secrets or proprietary information submitted by an offeror in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act. However, Section 4-111 of the Arlington County Purchasing Resolution states that the offeror must invoke the protection of this section prior to or upon submission of the
data or other materials, and must identify the data or other materials to be protected and state the reasons why protection is necessary.

Please mark one:

( x) No, the proposal I have submitted does not contain any trade secrets and/or proprietary information.

( ) Yes, the proposal I have submitted does contain trade secrets and/or proprietary information.

If Yes, you must clearly identify below the exact data or other materials to be protected and list all applicable page numbers of the proposal containing such data or materials:

________________________________________

________________________________________

________________________________________

________________________________________

State the specific reason(s) why protection is necessary:

________________________________________

________________________________________

If you fail to identify the data or other materials to be protected and state the reasons why protection is necessary in the space provided above, you will not have invoked the protection of Section 4-111 of the Purchasing Resolution. Accordingly, effective upon the award of contract, the proposal will be open for public inspection consistent with applicable law.

CERTIFICATION OF NON-COLLUSION: The undersigned certifies that this proposal is not the result of, or affected by, any act of collusion with another person (as defined in Code of Virginia Section 59.1-68.6 et seq.), engaged in the same line of business or commerce; or any act of fraud punishable under the Virginia Governmental Frauds Act (Code of Virginia §18.2-498.1 et seq.).
PROPOSAL FORM, PAGE 3 OF 6

CONTACT PERSON AND MAILING ADDRESS FOR DELIVERY OF NOTICES
Provide the name and address of the person designated by the offeror to receive notices and other communications (Refer to section headed Notices in the Contract Terms and Conditions of this solicitation for further details):

Jeff Jankowski, Vice President
6950 Hall Street, Holland, OH 43528
jjankowski@midwesttapes.com; 800-875-2785

THE PROPER FULL LEGAL NAME OF THE FIRM OR ENTITY SUBMITTING THIS PROPOSAL MUST BE WRITTEN IN THE SPACE PROVIDED BELOW. THIS PROPOSAL FORM, AND ALL OTHER DOCUMENTS REQUIRED BY THE SOLICITATION TO BE SUBMITTED WITH THIS PROPOSAL FORM, INCLUDING, BUT NOT LIMITED TO ALL ISSUED AMENDMENTS, MUST BE FULLY AND ACCURATELY COMPLETED AND SIGNED BELOW BY A PERSON AUTHORIZED TO LEGALLY AND CONTRACTUALLY BIND THE OFFEROR, OR THE PROPOSAL MAY BE REJECTED.

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE Jeff Jankowski, Vice President

<table>
<thead>
<tr>
<th>SUBMITTED BY: (LEGAL NAME OF ENTITY)</th>
<th>Midwest Tape, LLC</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADDRESS:</td>
<td>6950 Hall Street; P.O. Box 820</td>
</tr>
<tr>
<td>CITY/STATE/ZIP:</td>
<td>Holland, Ohio 43528</td>
</tr>
<tr>
<td>TELEPHONE NO.: 800-875-2785</td>
<td>FACSIMILE NO.: 800-444-6645</td>
</tr>
<tr>
<td>TAX ID NUMBER (EIN/SSN): 37-1499686</td>
<td></td>
</tr>
</tbody>
</table>

THIS FIRM IS A: [ ] CORPORATION, [ ] GENERAL PARTNERSHIP, [ ] LIMITED PARTNERSHIP, [ ] UNINCORPORATED ASSOCIATION, [X] LIMITED LIABILITY COMPANY, [ ] SOLE PROPRIETORSHIP

IS FIRM AUTHORIZED TO TRANSACT BUSINESS IN THE COMMONWEALTH OF VA? [X] Yes

IDENTIFICATION NO. ISSUED TO THE FIRM BY THE SCC: TO31487-4

ANY OFFEROR EXEMPT FROM SCC AUTHORIZATION REQUIREMENT SHALL INCLUDE A STATEMENT WITH ITS BID WHY THEY ARE NOT REQUIRED TO BE SO AUTHORIZED

IS YOUR FIRM OR ANY OF ITS PRINCIPALS CURRENTLY DEBARRED FROM SUBMITTING BIDS TO ARLINGTON COUNTY, VIRGINIA, OR ANY OTHER STATE OR POLITICAL SUBDIVISION? [X] No

OFFEROR STATUS: [MINORITY OWNED: ], [WOMAN OWNED: ], [NEITHER: ] [X]
### DISCOUNT FROM LIST PRICE

<table>
<thead>
<tr>
<th>Category</th>
<th>Discount %</th>
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</thead>
<tbody>
<tr>
<td>A. Adult Hardcover Trade Books</td>
<td>N/A to Midwest Tape%</td>
</tr>
<tr>
<td>B. Adult Quality Paperback Books</td>
<td>N/A to Midwest Tape%</td>
</tr>
<tr>
<td>C. Juvenile Hardcover Trade Books</td>
<td>N/A to Midwest Tape%</td>
</tr>
<tr>
<td>D. Juvenile Paperback Books</td>
<td>N/A to Midwest Tape%</td>
</tr>
<tr>
<td>E. Juvenile Picture Books</td>
<td>N/A to Midwest Tape%</td>
</tr>
<tr>
<td>F. Large Print Books</td>
<td>N/A to Midwest Tape%</td>
</tr>
<tr>
<td>G. Mass Market Paperback Books</td>
<td>N/A to Midwest Tape%</td>
</tr>
<tr>
<td>H. Non-English Language Books</td>
<td>N/A to Midwest Tape%</td>
</tr>
<tr>
<td>I. Publisher Library Editions</td>
<td>N/A to Midwest Tape%</td>
</tr>
<tr>
<td>J. Reference Trade Books</td>
<td>N/A to Midwest Tape%</td>
</tr>
<tr>
<td>K. Small and University Press Books</td>
<td>N/A to Midwest Tape%</td>
</tr>
<tr>
<td>L. Adult Mass Market DVDs</td>
<td>25%</td>
</tr>
<tr>
<td>M. Juvenile Mass Market DVDs</td>
<td>25%</td>
</tr>
<tr>
<td>N. Adult Spoken Word</td>
<td>Sold at Retail Price%</td>
</tr>
<tr>
<td>O. Juvenile Spoken Word</td>
<td>Sold at Retail Price%</td>
</tr>
<tr>
<td>P. Adult Music CDs</td>
<td>25%</td>
</tr>
<tr>
<td>Q. Juvenile Music CDs</td>
<td>25%</td>
</tr>
<tr>
<td>R. Playaway</td>
<td>20%</td>
</tr>
</tbody>
</table>

**CONTRACTOR'S REFERENCE SOURCE(S) FOR LIST PRICES:** Manufacturer's List Price

### SHIPPING AND HANDLING CHARGES

- **A.** Net prices after discount quoted above include all shipping and handling costs [X]
- **B.** Shipping and handling charges will be calculated separately and applied to all shipments.

### PROCESSING OF LIBRARY MATERIALS

- **II.** (Per minimum specifications listed on p. 9).

Attach additional itemized processing prices that apply, i.e., price per each additional applied label (above 5), price for each contractor-generated barcode and/or artwork reproduction, etc.

*Universal Music titles are discounted 10% from Manufacturer's List Price.*
# PROPOSAL FORM, PAGE 5 OF 6

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Hardcover Books</td>
<td>= $</td>
<td>Ea.</td>
</tr>
<tr>
<td>B. Paperbacks</td>
<td>= $ N/A to MWT</td>
<td></td>
</tr>
<tr>
<td>C. DVDs</td>
<td>= $ 3.25*</td>
<td>Ea.</td>
</tr>
<tr>
<td>D. Spoken Word CDs</td>
<td>= $ 4.75</td>
<td>Ea.</td>
</tr>
<tr>
<td>E. Playaways</td>
<td>= $ 3.15</td>
<td>Ea.</td>
</tr>
<tr>
<td>F. Music CDs</td>
<td>= $ 3.25*</td>
<td>Ea.</td>
</tr>
</tbody>
</table>

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**III. CATALOGING OF LIBRARY MATERIALS**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Per bibliographic record supplied with Ordered title.</td>
<td>= $</td>
<td>Ea.</td>
</tr>
<tr>
<td>B. Per full MARC record supplied with Shipped order.</td>
<td>= $</td>
<td>0.00</td>
</tr>
<tr>
<td>C. Per each (One for each copy ordered) MARC 949 item tag added to full MARC Record supplied with shipment.</td>
<td>= $</td>
<td>1.20</td>
</tr>
</tbody>
</table>

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**IV. EXTENDED CATALOGING SERVICES**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Per new bibliographic record added to database</td>
<td>= $</td>
<td>1.20</td>
</tr>
<tr>
<td>B. Per item holdings record attached to bibliographic record</td>
<td>= $</td>
<td>.25 per 949 tag</td>
</tr>
</tbody>
</table>

---

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RFP 583-12
VIII. ATTACHMENTS AND FORMS

ARLINGTON COUNTY, VIRGINIA
REQUEST FOR PROPOSALS NO. 583-12

PROPOSAL FORM

PROPOSAL FORM PAGES CONSIST OF 1 OF 6


FOR PROVIDING LIBRARY BOOKS AND MATERIALS PER THE FOREGOING SOLICITATION:

THE UNDERSIGNED UNDERSTANDS AND ACKNOWLEDGES THE FOLLOWING:


AN ELECTRONIC COPY OF THE SOLICITATION DOCUMENTS ALSO IS AVAILABLE FROM THE COUNTY'S WEBSITE AT: HTTP://WWW.ARLINGTONVA.US/PURCHASING. HOWEVER, SUCH ELECTRONIC COPY IS SUBJECT TO AN IMPORTANT DISCLAIMER WHICH ALL POTENTIAL OFFERORS MUST ACKNOWLEDGE ONLINE BEFORE THE DOCUMENTS CAN BE DOWNLOADED.

POTENTIAL OFFERORS ARE RESPONSIBLE FOR DETERMINING THE ACCURACY AND COMPLETENESS OF ALL SOLICITATION DOCUMENTS THEY RECEIVE, INCLUDING DOCUMENTS OBTAINED FROM THE COUNTY BY EITHER OF THE METHODS DESCRIBED ABOVE, AND DOCUMENTS OBTAINED FROM ALL OTHER SOURCES.

1. ALL MATERIAL (PROPOSAL AND ATTACHMENTS) SUBMITTED SHALL BE IN ___ COPIES, CONSISTING OF: ONE PROPOSAL, CLEARLY MARKED ON ITS COVER WITH THE WORD "ORIGINAL", WHICH SHALL INCLUDE THIS PROPOSAL FORM CONTAINING AN ORIGINAL LONGHAND SIGNATURE; AND FOUR ADDITIONAL COPIES, WHICH SHALL INCLUDE A PHOTOCOPY OF THE ORIGINAL SIGNED PROPOSAL FORM. THE ORIGINAL, SIGNED PROPOSAL FORM SHALL BE THE FIRST PAGE OF THE ORIGINAL PROPOSAL.

2. INDICATE THE NAME AND CONTACT INFORMATION OF THE PERSON WHO CAN RESPOND AUTHORITATIVELY TO ANY QUESTIONS REGARDING THIS PROPOSAL (PROJECT MANAGER).

NAME (PRINTED): David Ciesielski TITLE: Library Sales Manager

E-MAIL ADDRESS: david.ciesielski@audiogo.com TEL. NO.: 800-621-0182 ext. 3818

TRADE SECRETS OR PROPRIETARY INFORMATION:
Trade secrets or proprietary information submitted by an offeror in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act. However, Section 4-111 of the Arlington County Purchasing Resolution states that the offeror must invoke the protection of this section prior to or upon submission of the
data or other materials, and must identify the data or other materials to be protected and state the reasons why protection is necessary.

Please mark one:

(X) No, the proposal I have submitted does not contain any trade secrets and/or proprietary information.

() Yes, the proposal I have submitted does contain trade secrets and/or proprietary information.

If Yes, you must clearly identify below the exact data or other materials to be protected and list all applicable page numbers of the proposal containing such data or materials:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

State the specific reason(s) why protection is necessary:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

If you fail to identify the data or other materials to be protected and state the reasons why protection is necessary in the space provided above, you will not have invoked the protection of Section 4-111 of the Purchasing Resolution. Accordingly, effective upon the award of contract, the proposal will be open for public inspection consistent with applicable law.

CERTIFICATION OF NON-COLLUSION: The undersigned certifies that this proposal is not the result of, or affected by, any act of collusion with another person (as defined in Code of Virginia Section 59.1-68.6 et seq.), engaged in the same line of business or commerce; or any act of fraud punishable under the Virginia Governmental Frauds Act (Code of Virginia §18.2-498.1 et seq.).
PROPOSAL FORM, PAGE 3 OF 6

CONTACT PERSON AND MAILING ADDRESS FOR DELIVERY OF NOTICES
Provide the name and address of the person designated by the offeror to receive notices and other communications (Refer to section headed Notices in the Contract Terms and Conditions of this solicitation for further details):

Michael Desrosiers - Chief Operating Officer
42 Whitecap Dr.
North Kingstown, RI 02852

THE PROPER FULL LEGAL NAME OF THE FIRM OR ENTITY SUBMITTING THIS PROPOSAL MUST BE WRITTEN IN THE SPACE PROVIDED BELOW. THIS PROPOSAL FORM, AND ALL OTHER DOCUMENTS REQUIRED BY THE SOLICITATION TO BE SUBMITTED WITH THIS PROPOSAL FORM, INCLUDING, BUT NOT LIMITED TO ALL ISSUED AMENDMENTS, MUST BE FULLY AND ACCURATELY COMPLETED AND SIGNED BELOW BY A PERSON AUTHORIZED TO LEGALLY AND CONTRACTUALLY BIND THE OFFEROR, OR THE PROPOSAL MAY BE REJECTED:

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE    Michael Desrosiers - Chief Operating Officer

| SUBMITTED BY: (LEGAL NAME OF ENTITY) Chivers North America, Inc D/B/A AudioGO |
| ADDRESS: 42 Whitecap Dr |
| CITY/STATE/ZIP: North Kingstown, RI 02852 |
| TELEPHONE NO: 800-621-0182 FACSIMILE NO.: 877-492-0873 |
| TAX ID NUMBER (EIN/SSN): 04 2587469 |

THIS FIRM IS A:  
- [X] CORPORATION, [ ] GENERAL PARTNERSHIP, [ ] LIMITED PARTNERSHIP,  
- [ ] UNINCORPORATED ASSOCIATION, [ ] LIMITED LIABILITY COMPANY,  
- [ ] SOLE PROPRIETORSHIP

IS FIRM AUTHORIZED TO TRANSACT BUSINESS IN THE COMMONWEALTH OF VA?    [Y] |

IDENTIFICATION NO. ISSUED TO THE FIRM BY THE SCC:    F-168749-2 |

ANY OFFEROR EXEMPT FROM SCC AUTHORIZATION REQUIREMENT SHALL INCLUDE A STATEMENT WITH ITS BID WHY THEY ARE NOT REQUIRED TO BE SO AUTHORIZED

IS YOUR FIRM OR ANY OF ITS PRINCIPALS CURRENTLY DEBARRED FROM SUBMITTING BIDS TO ARLINGTON COUNTY, VIRGINIA, OR ANY OTHER STATE OR POLITICAL SUBDIVISION?    [X] |

OFFEROR STATUS:    MINORITY OWNED: [ ]    WOMAN OWNED: [ ]    NEITHER: [X] |
PRICING FORM

I. DISCOUNT FROM LIST PRICE

<table>
<thead>
<tr>
<th>Category</th>
<th>Discount %</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Adult Hardcover Trade Books</td>
<td></td>
</tr>
<tr>
<td>B. Adult Quality Paperback Books</td>
<td></td>
</tr>
<tr>
<td>C. Juvenile Hardcover Trade Books</td>
<td></td>
</tr>
<tr>
<td>D. Juvenile Paperback Books</td>
<td></td>
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<td></td>
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<td>F. Large Print Books</td>
<td></td>
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<td>G. Mass Market Paperback Books</td>
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<td>H. Non-English Language Books</td>
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<tr>
<td>I. Publisher Library Editions</td>
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<tr>
<td>J. Reference Trade Books</td>
<td></td>
</tr>
<tr>
<td>K. Small and University Press Books</td>
<td></td>
</tr>
<tr>
<td>L. Adult Mass Market DVDs</td>
<td></td>
</tr>
<tr>
<td>M. Juvenile Mass market DVDs</td>
<td>Up to 36%</td>
</tr>
<tr>
<td>N. Adult Spoken Word</td>
<td>Up to 25%</td>
</tr>
<tr>
<td>O. Juvenile Spoken Word</td>
<td></td>
</tr>
<tr>
<td>P. Adult Music CDs</td>
<td></td>
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<tr>
<td>Q. Juvenile Music CDs</td>
<td></td>
</tr>
<tr>
<td>R. Playaway</td>
<td>Up to 25%</td>
</tr>
</tbody>
</table>

Please see attachment #1 for a full description of Volume and Standing Order discounts.

CONTRACTOR'S REFERENCE SOURCE(S) FOR LIST PRICES: We are the publisher of our audiobook titles.

I. SHIPPING AND HANDLING CHARGES (Select one statement.)

A. Net prices after discount quoted above include all shipping and handling costs

B. Shipping and handling charges will be calculated separately and applied to all shipments. X

Shipping and handling are free with a Standing Order Plan.

II. PROCESSING OF LIBRARY MATERIALS (Per minimum specifications listed on p. 9).

Attach additional itemized processing prices that apply, i.e., price per each additional applied label (above 5), price for each contractor-generated barcode and/or artwork reproduction, etc.
### PROPOSAL FORM, PAGE 5 OF 6

<table>
<thead>
<tr>
<th>A. Hardcover Books = $</th>
<th></th>
<th>Ea.</th>
</tr>
</thead>
<tbody>
<tr>
<td>B. Paperbacks = $</td>
<td></td>
<td>Ea.</td>
</tr>
<tr>
<td>C. DVDs = $</td>
<td></td>
<td>Ea.</td>
</tr>
<tr>
<td>D. Spoken Word CDs = $</td>
<td>5.00</td>
<td>Ea.</td>
</tr>
<tr>
<td>E. Playaways = $</td>
<td>5.00</td>
<td>Ea.</td>
</tr>
<tr>
<td>F. Music CDs = $</td>
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<td>Ea.</td>
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### III. CATALOGING OF LIBRARY MATERIALS

<table>
<thead>
<tr>
<th>A. Per bibliographic record supplied with Ordered title = $</th>
<th>0.00</th>
<th>Ea.</th>
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</thead>
<tbody>
<tr>
<td>B. Per full MARC record supplied with Shipped order = $</td>
<td>0.00</td>
<td>Ea.</td>
</tr>
<tr>
<td>C. Per each (One for each copy ordered) MARC 949 item tag added to full MARC Record supplied with shipment = $</td>
<td>0.00</td>
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### IV. EXTENDED CATALOGING SERVICES

<table>
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<tr>
<th>A. Per new bibliographic record added to database = $</th>
<th>0.00</th>
<th>Ea.</th>
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<tbody>
<tr>
<td>B. Per item holdings record attached to bibliographic record = $</td>
<td>0.00</td>
<td></td>
</tr>
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</table>

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RFP 583-12

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VIII. ATTACHMENTS AND FORMS

ARLINGTON COUNTY, VIRGINIA
REQUEST FOR PROPOSALS NO. 583-12

PROPOSAL FORM

PROPOSAL FORM PAGES CONSIST OF 1 OF 6


FOR PROVIDING LIBRARY BOOKS AND MATERIALS PER THE FOREGOING SOLICITATION:

THE UNDERSIGNED UNDERSTANDS AND ACKNOWLEDGES THE FOLLOWING:


AN ELECTRONIC COPY OF THE SOLICITATION DOCUMENTS ALSO IS AVAILABLE FROM THE COUNTY'S WEBSITE AT: HTTP://WWW.ARLINGTONVA.US/PURCHASING. HOWEVER, SUCH ELECTRONIC COPY IS SUBJECT TO AN IMPORTANT DISCLAIMER WHICH ALL POTENTIAL OFFERORS MUST ACKNOWLEDGE ONLINE BEFORE THE DOCUMENTS CAN BE DOWNLOADED.

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1. ALL MATERIAL (PROPOSAL AND ATTACHMENTS) SUBMITTED SHALL BE IN 5 COPIES, CONSISTING OF: ONE PROPOSAL, CLEARLY MARKED ON ITS COVER WITH THE WORD "ORIGINAL", WHICH SHALL INCLUDE THIS PROPOSAL FORM CONTAINING AN ORIGINAL LONGHAND SIGNATURE; AND FOUR ADDITIONAL COPIES, WHICH SHALL INCLUDE A PHOTOCOPY OF THE ORIGINAL SIGNED PROPOSAL FORM. THE ORIGINAL, SIGNED PROPOSAL FORM SHALL BE THE FIRST PAGE OF THE ORIGINAL PROPOSAL.

2. INDICATE THE NAME AND CONTACT INFORMATION OF THE PERSON WHO CAN RESPOND AUTHORITATIVELY TO ANY QUESTIONS REGARDING THIS PROPOSAL (PROJECT MANAGER).

NAME (PRINTED): Deborah George  TITLE: Secretary - Treasurer
E-MAIL ADDRESS: libraryservices1@aoi.com  TEL. NO.: 1-800-537-9333

TRADE SECRETS OR PROPRIETARY INFORMATION:
Trade secrets or proprietary information submitted by an offeror in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act. However, Section 4-111 of the Arlington County Purchasing Resolution states that the offeror must invoke the protection of this section prior to or upon submission of the
data or other materials, and must identify the data or other materials to be protected and state the reasons why protection is necessary.

Please mark one:

( ) No, the proposal I have submitted does not contain any trade secrets and/or proprietary information.

(✓) Yes, the proposal I have submitted does contain trade secrets and/or proprietary information.

If Yes, you must clearly identify below the exact data or other materials to be protected and list all applicable page numbers of the proposal containing such data or materials:

p 33 - 34 Pricing details + discounts
p 36 - 37 Executive Summary
Section 10 References

State the specific reason(s) why protection is necessary:
As a privately held S corporation, we feel that our proposal details are relevant only to us + the specific Arlington County personnel making this bid. RFP decision.

If you fail to identify the data or other materials to be protected and state the reasons why protection is necessary in the space provided above, you will not have invoked the protection of Section 4-111 of the Purchasing Resolution. Accordingly, effective upon the award of contract, the proposal will be open for public inspection consistent with applicable law.

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PROPOSAL FORM, PAGE 3 OF 6

CONTACT PERSON AND MAILING ADDRESS FOR DELIVERY OF NOTICES
Provide the name and address of the person designated by the offeror to receive notices and other communications (Refer to section headed Notices in the Contract Terms and Conditions of this solicitation for further details):

Deborah George, Secretary - Treasurer
Audio Book Services, Inc. Suite 14
309 S. Summit View Dr, Fort Collins, Co. 80524

THE PROPER FULL LEGAL NAME OF THE FIRM OR ENTITY SUBMITTING THIS PROPOSAL MUST BE WRITTEN IN THE SPACE PROVIDED BELOW. THIS PROPOSAL FORM, AND ALL OTHER DOCUMENTS REQUIRED BY THE SOLICITATION TO BE SUBMITTED WITH THIS PROPOSAL FORM, INCLUDING, BUT NOT LIMITED TO ALL ISSUED AMENDMENTS, MUST BE FULLY AND ACCURATELY COMPLETED AND SIGNED BELOW BY A PERSON AUTHORIZED TO LEGALLY AND CONTRACTUALLY BIND THE OFFEROR, OR THE PROPOSAL MAY BE REJECTED:

AUTHORIZED SIGNATURE
Deborah George

PRINT NAME AND TITLE
Deborah George, Secretary - Treasurer

<table>
<thead>
<tr>
<th>SUBMITTED BY: (LEGAL NAME OF ENTITY)</th>
<th>Audio Book Services, Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADDRESS:</td>
<td>309 S. Summit View Drive Suite 14</td>
</tr>
<tr>
<td>CITY/STATE/ZIP:</td>
<td>Fort Collins, Colorado 80524</td>
</tr>
<tr>
<td>TELEPHONE NO:</td>
<td>800-537-9333</td>
</tr>
<tr>
<td>FAX/MISSILE NO.:</td>
<td>800-528-9895</td>
</tr>
<tr>
<td>TAX ID NUMBER (EIN/SSN):</td>
<td>84-1254104</td>
</tr>
</tbody>
</table>

THIS FIRM IS A: * INSERT NAME OF STATE _COLORADO_
* CORPORATION, ___ GENERAL PARTNERSHIP, ___ LIMITED PARTNERSHIP,
__ UNINCORPORATED ASSOCIATION, ___ LIMITED LIABILITY COMPANY,
___ SOLE PROPRIETORSHIP

IS FIRM AUTHORIZED TO TRANSACT BUSINESS IN THE COMMONWEALTH OF VA? SEE EXECUTIVE SUMMARY, PARAGRAPH 1.

IDENTIFICATION NO. ISSUED TO THE FIRM BY THE SCC:

ANY OFFEROR EXEMPT FROM SCC AUTHORIZATION REQUIREMENT SHALL INCLUDE A STATEMENT WITH ITS BID WHY THEY ARE NOT REQUIRED TO BE SO AUTHORIZED

IS YOUR FIRM OR ANY OF ITS PRINCIPALS CURRENTLY DEBARRED FROM SUBMITTING BIDS TO ARLINGTON COUNTY, VIRGINIA, OR ANY OTHER STATE OR POLITICAL SUBDIVISION?

OFFEROR STATUS: MINORITY OWNED: WOMAN OWNED: NEITHER: *
**PROPOSAL FORM, PAGE 4 OF 6**

**ARLINGTON COUNTY, VIRGINIA**
**REQUEST FOR PROPOSALS NO. 583-12**

**PRICING FORM**

I. **DISCOUNT FROM LIST PRICE**

<table>
<thead>
<tr>
<th>Category</th>
<th>Discount %</th>
</tr>
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<tbody>
<tr>
<td>A. Adult Hardcover Trade Books</td>
<td>N/A</td>
</tr>
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<td>N/A</td>
</tr>
<tr>
<td>C. Juvenile Hardcover Trade Books</td>
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<td>H. Non-English Language Books</td>
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<td>N/A</td>
</tr>
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<td>L. Adult Mass Market DVDs</td>
<td>Surcharge 0% to 20%</td>
</tr>
<tr>
<td>M. Juvenile Mass Market DVDs</td>
<td>Surcharge 0% to 20%</td>
</tr>
<tr>
<td>N. Adult Spoken Word</td>
<td>Trade 4% / Libr. Edition 20%</td>
</tr>
<tr>
<td>O. Juvenile Spoken Word</td>
<td>Trade 4% / Libr. Edition 20%</td>
</tr>
<tr>
<td>P. Adult Music CDs</td>
<td>Surcharge 0% to 20%</td>
</tr>
<tr>
<td>Q. Juvenile Music CDs</td>
<td>Surcharge 0% to 20%</td>
</tr>
</tbody>
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**CONTRACTOR'S REFERENCE SOURCE(S) FOR LIST PRICES:**

I. **SHIPPING AND HANDLING CHARGES** (Select one statement.)

A. Net prices after discount quoted above include all shipping and handling costs

B. Shipping and handling charges will be calculated separately and applied to all shipments.

II. **PROCESSING OF LIBRARY MATERIALS** (Per minimum specifications listed on p. 9).

Attach additional itemized processing prices that apply, i.e., price per each additional applied label (above 5), price for each contractor-generated barcode and/or artwork reproduction, etc.
A. Hardcover Books

B. Paperbacks

C. DVDs

D. Spoken Word CDs

E. Playaways

F. Music CDs

III. CATALOGING OF LIBRARY MATERIALS

A. Per bibliographic record supplied with Ordered title.

B. Per full MARC record supplied with Shipped order.

C. Per each (One for each copy ordered) MARC 949 item tag added to full MARC Record supplied with shipment.

IV. EXTENDED CATALOGING SERVICES

A. Per new bibliographic record added to database

B. Per item holdings record attached to bibliographic record
VIII. ATTACHMENTS AND FORMS

ARLINGTON COUNTY, VIRGINIA
REQUEST FOR PROPOSALS NO. 583-12

PROPOSAL FORM

PROPOSAL FORM PAGES CONSIST OF 1 OF 6

PROPOSALS WILL BE RECEIVED IN THE OFFICE OF THE BID CLERK, SUITE 511, 2100
CLARENDON BOULEVARD, ARLINGTON, VA 22201 NOT LATER THAN 2:30 P.M., OCTOBER
13, 2011.

FOR PROVIDING LIBRARY BOOKS AND MATERIALS PER THE FOREGOING SOLICITATION:

THE UNDERSIGNED UNDERSTANDS AND ACKNOWLEDGES THE FOLLOWING:

THE OFFICIAL, TRUE, AND COMPLETE COPY OF THE SOLICITATION DOCUMENTS, WHICH
SHALL INCLUDE ANY AMENDMENTS THERETO, IS THE HARD COPY OF THE DOCUMENTS
AVAILABLE FROM THE OFFICE OF THE PURCHASING AGENT.

AN ELECTRONIC COPY OF THE SOLICITATION DOCUMENTS ALSO IS AVAILABLE FROM THE
COUNTY’S WEBSITE AT: HTTP://WWW.ARLINGTONVA.US/PURCHASING. HOWEVER, SUCH
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2. INDICATE THE NAME AND CONTACT INFORMATION OF THE PERSON WHO CAN RESPOND
AUTHORITATIVELY TO ANY QUESTIONS REGARDING THIS PROPOSAL (PROJECT MANAGER).

NAME (PRINTED): Norma Partida TITLE: Sales Asst.
E-MAIL ADDRESS: npartida@randomhouse.com TEL. NO.: 74-689-8729

TRADE SECRETS OR PROPRIETARY INFORMATION:
Trade secrets or proprietary information submitted by an offeror in
connection with a procurement transaction shall not be subject to public
disclosure under the Virginia Freedom of Information Act. However, Section
4-111 of the Arlington County Purchasing Resolution states that the offeror
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data or other materials, and must identify the data or other materials to be protected and state the reasons why protection is necessary.

Please mark one:

( ) Yes, the proposal I have submitted does contain trade secrets and/or proprietary information.

( ) No, the proposal I have submitted does not contain any trade secrets and/or proprietary information.

If Yes, you must clearly identify below the exact data or other materials to be protected and list all applicable page numbers of the proposal containing such data or materials:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

State the specific reason(s) why protection is necessary:

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PROPOSAL FORM, PAGE 1 OF 6

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AUTHORIZED SIGNATURE

PRINT NAME AND TITLE

<table>
<thead>
<tr>
<th>SUBMITTED BY: (LEGAL NAME OF ENTITY)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADDRESS: 3070 Bristol St. 650</td>
</tr>
<tr>
<td>CITY/STATE/ZIP: Costa Mesa, CA 92624</td>
</tr>
<tr>
<td>TELEPHONE NO.: 714-589-8799</td>
</tr>
<tr>
<td>FACSIMILE NO.: 714-589-8799</td>
</tr>
<tr>
<td>TAX ID NUMBER (EIN/SSN): 13-2558190</td>
</tr>
<tr>
<td>THIS FIRM IS A: • INSERT NAME OF STATE</td>
</tr>
<tr>
<td>□ CORPORATION, □ GENERAL PARTNERSHIP, □ LIMITED PARTNERSHIP,</td>
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IS FIRM AUTHORIZED TO TRANSACT BUSINESS IN THE COMMONWEALTH OF VA? [X] 3

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OFFEROR STATUS: MINORITY OWNED: WOMAN OWNED: NEITHER: 

32 RFP 503-12
### PROPOSAL FORM, PAGE 4 OF 6

ARLINGTON COUNTY, VIRGINIA
REQUEST FOR PROPOSALS NO. 583-12

### PRICING FORM

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<td></td>
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**I. SHIPPING AND HANDLING CHARGES (Select one statement.)**

A. Net prices after discount quoted above include all shipping and handling costs

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**II. PROCESSING OF LIBRARY MATERIALS** (Per minimum specifications listed on p. 9).

Attach additional itemized processing prices that apply, i.e., price per each additional applied label (above 5), price for each contractor-generated barcode and/or artwork reproduction, etc.
PROPOSAL FORM, PAGE 5 OF 6

A. Hardcover Books = $ ____________ Ea.

B. Paperbacks = $ ____________ Ea.

C. DVDs = $ ____________ Ea.

D. Spoken Word CDs = $ ____________ Ea.

E. Playaways = $ ____________ Ea.

F. Music CDs = $ ____________ Ea.

III. CATALOGING OF LIBRARY MATERIALS

A. Per bibliographic record supplied with ordered title. = $ ____________ Ea.

B. Per full MARC record supplied with shipped order. = $ ____________ Ea.

C. Per each (one for each copy ordered) MARC 949 item tag added to full MARC Record supplied with shipment. = $ ____________ Ea.

IV. EXTENDED CATALOGING SERVICES

A. Per new bibliographic record added to database = $ ____________ Ea.

B. Per item holdings record attached to bibliographic record = $ ____________ Ea.
VIII. ATTACHMENTS AND FORMS

ARLINGTON COUNTY, VIRGINIA
REQUEST FOR PROPOSALS NO. 583-12

PROPOSAL FORM

PROPOSAL FORM PAGES CONSIST OF 1 OF 6


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NAME (PRINTED): Connie Ruyter

TITLE: Bid and Contract Manager

E-MAIL ADDRESS: bids@capstonepub.com TEL. NO.: (800) 747-4992 Ext. 486

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PROPOSAL FORM, PAGE 3 OF 6

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Connie Ruyter, Bid and Contract Manager
PO Box 669
Mankato, MN 56002-0669

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AUTHORIZED SIGNATURE ____________________________

PRINT NAME AND TITLE ____________________________
Connie Ruyter, Bid and Contract Manager

SUBMITTED BY: (LEGAL NAME OF ENTITY) Coughlan Companies, Inc dba Capstone

ADDRESS: 151 Good Counsel Drive

CITY/STATE/ZIP: Mankato, MN 56001

TELEPHONE NO: (800) 747-4992 FACSIMILE NO.: (888) 262-0705

TAX ID NUMBER (EIN/SSN): 41-1723924

THIS FIRM IS A: ☑ CORPORATION, ☑ GENERAL PARTNERSHIP, ☑ LIMITED PARTNERSHIP, ☑ UNINCORPORATED ASSOCIATION, ☑ LIMITED LIABILITY COMPANY, ☑ SOLE PROPRIETORSHIP

IS FIRM AUTHORIZED TO TRANSACT BUSINESS IN THE COMMONWEALTH OF VA? ☑ Yes ☑ No

IDENTIFICATION NO. ISSUED TO THE FIRM BY THE SCC: F186607-0

ANY OFFEROR EXEMPT FROM SCC AUTHORIZATION REQUIREMENT SHALL INCLUDE A STATEMENT WITH ITS BID WHY THEY ARE NOT REQUIRED TO BE SO AUTHORIZED

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OFFEROR STATUS: ☑ MINORITY OWNED: ☑ WOMAN OWNED: ☑ NEITHER: ☑

32
RFP 583-12
I. DISCOUNT FROM LIST PRICE

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Attach additional itemized processing prices that apply, i.e., price per each additional applied label (above 5), price for each contractor-generated barcode and/or artwork reproduction, etc.
** Processing Note: None of our titles have dust jackets; therefore we do not offer mylar options.

PROPOSAL FORM, PAGE 5 OF 6

A. Hardcover Books = $ 0.00 Ea.

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E. Playaways

F. Music CDs

III. CATALOGING OF LIBRARY MATERIALS

A. Per bibliographic record supplied with Ordered title.

B. Per full MARC record supplied with Shipped order.

C. Per each (One for each copy ordered) MARC 949 item tag added to full MARC Record supplied with shipment.

IV. EXTENDED CATALOGING SERVICES

A. Per new bibliographic record added to database

B. Per item holdings record attached to bibliographic record

= $ 0.00 Ea.

= $ 0.00 Ea.

= $ 0.00 Ea.

= $ 0.00 Ea.

= $ 0.00 Ea.
VIII. ATTACHMENTS AND FORMS

ARLINGTON COUNTY, VIRGINIA
REQUEST FOR PROPOSALS NO. 583-12

PROPOSAL FORM

PROPOSAL FORM PAGES CONSIST OF 1 OF 6

PROPOSALS WILL BE RECEIVED IN THE OFFICE OF THE BID CLERK, SUITE 511, 2100
CLARENDON BOULEVARD, ARLINGTON, VA 22201 NOT LATER THAN 2:30 P.M., OCTOBER
13, 2011.

FOR PROVIDING LIBRARY BOOKS AND MATERIALS PER THE FOREGOING SOLICITATION:

THE UNDERSIGNED UNDERSTANDS AND ACKNOWLEDGES THE FOLLOWING:

THE OFFICIAL, TRUE, AND COMPLETE COPY OF THE SOLICITATION DOCUMENTS, WHICH
SHALL INCLUDE ANY AMENDMENTS THERETO, IS THE HARD COPY OF THE DOCUMENTS
AVAILABLE FROM THE OFFICE OF THE PURCHASING AGENT.

AN ELECTRONIC COPY OF THE SOLICITATION DOCUMENTS ALSO IS AVAILABLE FROM THE
COUNTY'S WEBSITE AT: HTTP://WWW.ARLINGTONVA.US/PURCHASING. HOWEVER, SUCH
ELECTRONIC COPY IS SUBJECT TO AN IMPORTANT DISCLAIMER WHICH ALL POTENTIAL
OFFERORS MUST ACKNOWLEDGE ONLINE BEFORE THE DOCUMENTS CAN BE DOWNLOADED.

POTENTIAL OFFERORS ARE RESPONSIBLE FOR DETERMINING THE ACCURACY AND
COMPLETENESS OF ALL SOLICITATION DOCUMENTS THEY RECEIVE, INCLUDING DOCUMENTS
OBTAINED FROM THE COUNTY BY EITHER OF THE METHODS DESCRIBED ABOVE, AND
DOCUMENTS OBTAINED FROM ALL OTHER SOURCES.

1. ALL MATERIAL (PROPOSAL AND ATTACHMENTS) SUBMITTED SHALL BE IN
COPIES, CONSISTING OF: ONE PROPOSAL, CLEARLY MARKED ON ITS COVER WITH THE
WORD "ORIGINAL", WHICH SHALL INCLUDE THIS PROPOSAL FORM CONTAINING AN
ORIGINAl LONGHAND SIGNATURE; AND FOUR ADDITIONAL COPIES, WHICH SHALL INCLUDE
A PHOTOCOPY OF THE ORIGINAL SIGNED PROPOSAL FORM. THE ORIGINAL, SIGNED
PROPOSAL FORM SHALL BE THE FIRST PAGE OF THE ORIGINAL PROPOSAL.

2. INDICATE THE NAME AND CONTACT INFORMATION OF THE PERSON WHO CAN RESPOND
AUTHORITATIVELY TO ANY QUESTIONS REGARDING THIS PROPOSAL (PROJECT MANAGER).

NAME (PRINTED): Patty Pendergast
TITLE:
ACCOUNT SERVICES
E-MAIL ADDRESS: ppendergast@centerpointlibrary.org
TEL. NO.: 800 929 9108

TRADE SECRETS OR PROPRIETARY INFORMATION:
Trade secrets or proprietary information submitted by an offeror in
connection with a procurement transaction shall not be subject to public
disclosure under the Virginia Freedom of Information Act. However, Section
4-111 of the Arlington County Purchasing Resolution states that the offeror
must invoke the protection of this section prior to or upon submission of the
data or other materials, and must identify the data or other materials to be protected and state the reasons why protection is necessary.

Please mark one:

( ) Yes, the proposal I have submitted does contain trade secrets and/or proprietary information.

( ) Yes, the proposal I have submitted does contain trade secrets and/or proprietary information.

If Yes, you must clearly identify below the exact data or other materials to be protected and list all applicable page numbers of the proposal containing such data or materials:

____________________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

State the specific reason(s) why protection is necessary:

____________________________________________________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

If you fail to identify the data or other materials to be protected and state the reasons why protection is necessary in the space provided above, you will not have invoked the protection of Section 4-111 of the Purchasing Resolution. Accordingly, effective upon the award of contract, the proposal will be open for public inspection consistent with applicable law.

CERTIFICATION OF NON-COLLUSION: The undersigned certifies that this proposal is not the result of, or affected by, any act of collusion with another person (as defined in Code of Virginia Section 59.1-68.6 et seq.), engaged in the same line of business or commerce; or any act of fraud punishable under the Virginia Governmental Frauds Act (Code of Virginia §18.2-498.1 et seq.).
PROPOSAL FORM, PAGE 3 OF 6

CONTACT PERSON AND MAILING ADDRESS FOR DELIVERY OF NOTICES
Provide the name and address of the person designated by the offeror to receive notices and other communications (Refer to section headed Notices in the Contract Terms and Conditions of this solicitation for further details):

Patty Pendergrass
Center Point Inc - P.O. Box 1 - 600 Brooks Road
Thorndike, ME 04986

THE PROPER FULL LEGAL NAME OF THE FIRM OR ENTITY SUBMITTING THIS PROPOSAL MUST BE WRITTEN IN THE SPACE PROVIDED BELOW. THIS PROPOSAL FORM, AND ALL OTHER DOCUMENTS REQUIRED BY THE SOLICITATION TO BE SUBMITTED WITH THIS PROPOSAL FORM, INCLUDING, BUT NOT LIMITED TO ALL ISSUED AMENDMENTS, MUST BE FULLY AND ACCURATELY COMPLETED AND SIGNED BELOW BY A PERSON AUTHORIZED TO LEGALLY AND CONTRACTUALLY BIND THE OFFEROR, OR THE PROPOSAL MAY BE REJECTED:

AUTHORIZED SIGNATURE
Patty Pendergrass

PRINT NAME AND TITLE
Patty A. Pendergrass
Account Services

SUBMITTED BY: (LEGAL NAME OF ENTITY)
Center Point Inc

ADDRESS:
600 Brooks Road - P.O. Box 1

CITY/STATE/ZIP:
Thorndike, ME 04986

TELEPHONE NO:
608-929-9108

FACSIMILE NO:
207-568-3727

TAX ID NUMBER (EIN/SSN):
72-1422269

THIS FIRM IS A: ☑ CORPORATION, ☐ GENERAL PARTNERSHIP, ☐ LIMITED PARTNERSHIP,
☐ UNINCORPORATED ASSOCIATION, ☐ LIMITED LIABILITY COMPANY,
☐ SOLE PROPRIETORSHIP

IS FIRM AUTHORIZED TO TRANSACT BUSINESS IN THE COMMONWEALTH OF VA?
☐

IDENTIFICATION NO. ISSUED TO THE FIRM BY THE SCC:

ANY OFFEROR EXEMPT FROM SCC AUTHORIZATION REQUIREMENT SHALL INCLUDE A STATEMENT WITH ITS BID WHY THEY ARE NOT REQUIRED TO BE SO AUTHORIZED

IS YOUR FIRM OR ANY OF ITS PRINCIPALS CURRENTLY DEBARRED FROM SUBMITTING BIDS TO ARLINGTON COUNTY, VIRGINIA, OR ANY OTHER STATE OR POLITICAL SUBDIVISION?

OFFEROR STATUS:
MINORITY OWNED:
WOMAN OWNED:
NEITHER:

* We are a telemarketing/mail order publisher wholly contained in the state of Maine. We have no physical presence in Virginia or sales staff based in Virginia.

RFP 583-12 The Commonwealth of VA.

ORIGINAL
## ARLINGTON COUNTY, VIRGINIA
REQUEST FOR PROPOSALS NO. 583-12

### PRICING FORM

<table>
<thead>
<tr>
<th>I. DISCOUNT FROM LIST PRICE</th>
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<tr>
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<tr>
<td>C. Juvenile Hardcover Trade Books</td>
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<tr>
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<tr>
<td>F. Large Print Books</td>
<td></td>
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<tr>
<td>G. Mass Market Paperback Books</td>
<td></td>
</tr>
<tr>
<td>H. Non-English Language Books</td>
<td></td>
</tr>
<tr>
<td>I. Publisher Library Editions</td>
<td></td>
</tr>
</tbody>
</table>

| J. Reference Trade Books |  |  |
| K. Small and University Press Books |  |  |
| L. Adult Mass Market DVDs |  |  |
| M. Juvenile Mass market DVDs |  |  |
| N. Adult Spoken Word |  |  |
| O. Juvenile Spoken Word |  |  |
| P. Adult Music CDs |  |  |
| Q. Juvenile Music CDs |  |  |

CONTRACTOR'S REFERENCE SOURCE(S) FOR LIST PRICES:

I. SHIPPING AND HANDLING CHARGES (Select one statement.)

| A. Net prices after discount quoted above include all shipping and handling costs | ✔ Free shipping on Standing Orders & Choice 100 |
| B. Shipping and handling charges will be calculated separately and applied to all shipments. | ✔ postage only shipping on lessor |

II. PROCESSING OF LIBRARY MATERIALS (Per minimum specifications listed on p. 9).

Attach additional itemized processing prices that apply, i.e., price per each additional applied label (above 5), price for each contractor-generated barcode and/or artwork reproduction, etc.
## PROPOSAL FORM, PAGE 5 OF 6

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<thead>
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<td>B. Paperbacks</td>
<td>$</td>
</tr>
<tr>
<td>C. DVDs</td>
<td>$</td>
</tr>
<tr>
<td>D. Spoken Word CDs</td>
<td>$</td>
</tr>
<tr>
<td>E. Playaways</td>
<td>$</td>
</tr>
<tr>
<td>F. Music CDs</td>
<td>$</td>
</tr>
</tbody>
</table>

### III. CATALOGING OF LIBRARY MATERIALS

| A. Per bibliographic record supplied with Ordered title. | $          |
| B. Per full MARC record supplied with Shipped order.   | $          |
| C. Per each (One for each copy ordered) MARC 949 item tag added to full MARC Record supplied with shipment. | $          |

### IV. EXTENDED CATALOGING SERVICES

| A. Per new bibliographic record added to database       | $          |
| B. Per item holdings record attached to bibliographic record | $          |
VIII. ATTACHMENTS AND FORMS

ARLINGTON COUNTY, VIRGINIA
REQUEST FOR PROPOSALS NO. 583-12

PROPOSAL FORM

PROPOSAL FORM PAGES CONSIST OF 1 OF 6


FOR PROVIDING LIBRARY BOOKS AND MATERIALS PER THE FOREGOING SOLICITATION:

THE UNDERSIGNED UNDERSTANDS AND ACKNOWLEDGES THE FOLLOWING:


AN ELECTRONIC COPY OF THE SOLICITATION DOCUMENTS ALSO IS AVAILABLE FROM THE COUNTY'S WEBSITE AT: HTTP://WWW.ARLINGTONVA.US/PURCHASING. HOWEVER, SUCH ELECTRONIC COPY IS SUBJECT TO AN IMPORTANT DISCLAIMER WHICH ALL POTENTIAL OFFERORS MUST ACKNOWLEDGE ONLINE BEFORE THE DOCUMENTS CAN BE DOWNLOADED.

POTENTIAL OFFERORS ARE RESPONSIBLE FOR DETERMINING THE ACCURACY AND COMPLETENESS OF ALL SOLICITATION DOCUMENTS THEY RECEIVE, INCLUDING DOCUMENTS OBTAINED FROM THE COUNTY BY EITHER OF THE METHODS DESCRIBED ABOVE, AND DOCUMENTS OBTAINED FROM ALL OTHER SOURCES.

1. ALL MATERIAL (PROPOSAL AND ATTACHMENTS) SUBMITTED SHALL BE IN 6 COPIES, CONSISTING OF: ONE PROPOSAL, CLEARLY MARKED ON ITS COVER WITH THE WORD "ORIGINAL", WHICH SHALL INCLUDE THIS PROPOSAL FORM CONTAINING AN ORIGINAL LONGHAND SIGNATURE; AND FOUR ADDITIONAL COPIES, WHICH SHALL INCLUDE A PHOTOCOPY OF THE ORIGINAL SIGNED PROPOSAL FORM. THE ORIGINAL, SIGNED PROPOSAL FORM SHALL BE THE FIRST PAGE OF THE ORIGINAL PROPOSAL.

2. INDICATE THE NAME AND CONTACT INFORMATION OF THE PERSON WHO CAN RESPOND AUTHORITATIVELY TO ANY QUESTIONS REGARDING THIS PROPOSAL (PROJECT MANAGER).

NAME (PRINTED): Pharon Lundquist TITLE: Sales Coordinator
E-MAIL ADDRESS: plundquist@temecula.com TEL. NO.: (800)326-4929

TRADE SECRETS OR PROPRIETARY INFORMATION:
Trade secrets or proprietary information submitted by an offeror in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act. However, Section 4-111 of the Arlington County Purchasing Resolution states that the offeror must invoke the protection of this section prior to or upon submission of the
PROPOSAL FORM, PAGE 2 OF 5

data or other materials, and must identify the data or other materials to be
protected and state the reasons why protection is necessary.

Please mark one:

( ) No, the proposal I have submitted does not contain any trade
secrets and/or proprietary information.

( ) Yes, the proposal I have submitted does contain trade secrets
and/or proprietary information.

If Yes, you must clearly identify below the exact data or other
materials to be protected and list all applicable page numbers of
the proposal containing such data or materials:

N/A

N/A

State the specific reason(s) why protection is necessary:

N/A

If you fail to identify the data or other materials to be protected and state
the reasons why protection is necessary in the space provided above, you will
not have invoked the protection of Section 4-111 of the Purchasing
Resolution. Accordingly, effective upon the award of contract, the proposal
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is not the result of, or affected by, any act of collusion with another
person(as defined in Code of Virginia Section 59.1-68.6 et seq.), engaged in
the same line of business or commerce; or any act of fraud punishable under
the Virginia Governmental Frauds Act (Code of Virginia §18.2-498.1 et seq.).
PROPOSAL FORM, PAGE 3 OF 6

CONTACT PERSON AND MAILING ADDRESS FOR DELIVERY OF NOTICES
Provide the name and address of the person designated by the offeror to receive notices and other communications (Refer to section headed Notices in the Contract Terms and Conditions of this solicitation for further details):

Lerner Publishing Group
241 First Ave. N.
Minneapolis, MN 55401

THE PROPER FULL LEGAL NAME OF THE FIRM OR ENTITY SUBMITTING THIS PROPOSAL MUST BE WRITTEN IN THE SPACE PROVIDED BELOW. THIS PROPOSAL FORM, AND ALL OTHER DOCUMENTS REQUIRED BY THE SOLICITATION TO BE SUBMITTED WITH THIS PROPOSAL FORM, INCLUDING, BUT NOT LIMITED TO ALL ISSUED AMENDMENTS, MUST BE FULLY AND ACCURATELY COMPLETED AND SIGNED BELOW BY A PERSON AUTHORIZED TO LEGALLY AND CONTRACTUALLY BIND THE OFFEROR, OR THE PROPOSAL MAY BE REJECTED:

AUTHORIZED SIGNATURE
Brain Lindquist  Sales Coordinator

| SUBMITTED BY: (LEGAL NAME OF ENTITY) | Lerner Publishing Group |
| ADDRESS: | 241 First Ave. N. |
| CITY/STATE/ZIP: | Minneapolis, MN 55401 |
| TELEPHONE NO: | (608)326-4929 |
| FAX/IMMILE NO: | (608)326-1132 |
| TAX ID NUMBER (EIN/SSN): | 41 0633897 |

THIS FIRM IS A:  • INSERT NAME OF STATE  • CORPORATION,  • GENERAL PARTNERSHIP,  • LIMITED PARTNERSHIP,  • UNINCORPORATED ASSOCIATION,  • LIMITED LIABILITY COMPANY,  • SOLE PROPRIETORSHIP

| IS FIRM AUTHORIZED TO TRANSACT BUSINESS IN THE COMMONWEALTH OF VA? | Yes |
| IDENTIFICATION NO. ISSUED TO THE FIRM BY THE SCC: | N/A |

ANY OFFEROR EXEMPT FROM SCC AUTHORIZATION REQUIREMENT SHALL INCLUDE A STATEMENT WITH ITS BID WHY THEY ARE NOT REQUIRED TO BE SO AUTHORIZED ATTACHED.

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OFFEROR STATUS:  • MINORITY OWNED:  • WOMAN OWNED:  • NEITHER:  ✔

32
RFP 583-12
## PRICING FORM

### I. DISCOUNT FROM LIST PRICE

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<td>C. Juvenile Hardcover Trade Books</td>
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<tr>
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<td>N/A</td>
</tr>
<tr>
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</tr>
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</tr>
<tr>
<td>G. Mass Market Paperback Books</td>
<td>N/A</td>
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<tr>
<td>H. Non-English Language Books</td>
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<td>I. Publisher Library Editions</td>
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</tr>
<tr>
<td>Q. Juvenile Music CDs</td>
<td>N/A</td>
</tr>
</tbody>
</table>

### CONTRACTOR'S REFERENCE SOURCE(S) FOR LIST PRICES:

- [www.librarycatalog.com](http://www.librarycatalog.com)

### I. SHIPPING AND HANDLING CHARGES (Select one statement.)

A. Net prices after discount quoted above include all shipping and handling costs

B. Shipping and handling charges will be calculated separately and applied to all shipments.

### II. PROCESSING OF LIBRARY MATERIALS (Per minimum specifications listed on p. 9).

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*In accordance with the terms of this bid, Arlington County will receive free shipping and free processing on all orders.*

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RFP 583-12
VIII. ATTACHMENTS AND FORMS

ARLINGTON COUNTY, VIRGINIA
REQUEST FOR PROPOSALS NO. 583-12

PROPOSAL FORM

PROPOSAL FORM PAGES CONSIST OF 1 OF 5


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2. INDICATE THE NAME AND CONTACT INFORMATION OF THE PERSON WHO CAN RESPOND AUTHORITATIVELY TO ANY QUESTIONS REGARDING THIS PROPOSAL (PROJECT MANAGER).

NAME (PRINTED): S. Jay Askuvich TITLE: General Sales Manager
E-MAIL ADDRESS: askuvich@midwestls.com TEL. NO.: (800) 325-8833

TRADE SECRETS OR PROPRIETARY INFORMATION:
Trade secrets or proprietary information submitted by an offeror in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act. However, Section 4-111 of the Arlington County Purchasing Resolution states that the offeror must invoke the protection of this section prior to or upon submission of the
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PROPOSAL FORM, PAGE 3 OF 6

CONTACT PERSON AND MAILING ADDRESS FOR DELIVERY OF NOTICES
Provide the name and address of the person designated by the offeror to receive notices and other communications (Refer to section headed Notices in the Contract Terms and Conditions of this solicitation for further details):

S. Jay Askuvich, General Sales Manager

Midwest Library Service

11443 Saint Charles Rock Road, Bridgeton, MO 63044-2789

THE PROPER FULL LEGAL NAME OF THE FIRM OR ENTITY SUBMITTING THIS PROPOSAL MUST BE WRITTEN IN THE SPACE PROVIDED BELOW. THIS PROPOSAL FORM, AND ALL OTHER DOCUMENTS REQUIRED BY THE SOLICITATION TO BE SUBMITTED WITH THIS PROPOSAL FORM, INCLUDING, BUT NOT LIMITED TO ALL ISSUED AMENDMENTS, MUST BE FULLY AND ACCURately COMPLETED AND SIGNED BELOW BY A PERSON AUTHORIZED TO LEGALLY AND CONTRACTUALLY BIND THE OFFEROR, OR THE PROPOSAL MAY BE REJECTED:

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE S. Jay Askuvich, General Sales Manager

<table>
<thead>
<tr>
<th>SUBMITTED BY: (LEGAL NAME OF ENTITY)</th>
<th>Midwest Library Service</th>
</tr>
</thead>
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<tr>
<td>ADDRESS:</td>
<td>11443 Saint Charles Rock Road</td>
</tr>
<tr>
<td>CITY/STATE/ZIP:</td>
<td>Bridgeton, MO 63044-2789</td>
</tr>
<tr>
<td>TELEPHONE NO.: (800) 325-8833</td>
<td>FACSIMILE NO.: (800) 962-1009</td>
</tr>
<tr>
<td>TAX ID NUMBER (RIN/SSN):</td>
<td>430834505</td>
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<td>THIS FIRM IS A:</td>
<td>MISSOURI</td>
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<td>XX CORPORATION, ___ GENERAL PARTNERSHIP, ___ LIMITED PARTNERSHIP, ___ UNINCORPORATED ASSOCIATION, ___ LIMITED LIABILITY COMPANY, ___ SOLE PROPRIETORSHIP</td>
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RFP 583-12
PROPOSAL FORM, PAGE 4 OF 6

ARLINGTON COUNTY, VIRGINIA
REQUEST FOR PROPOSALS NO. 583-12

PRICING FORM

I. DISCOUNT FROM LIST PRICE

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</tr>
<tr>
<td>Q. Juvenile Music CDs</td>
<td>No Bid</td>
</tr>
</tbody>
</table>

CONTRACTOR'S REFERENCE SOURCE(S) FOR LIST PRICES: Publisher's invoice

I. SHIPPING AND HANDLING CHARGES (Select one statement.)

A. Net prices after discount quoted above include all shipping and handling costs

B. Shipping and handling charges will be calculated separately and applied to all shipments.

II. PROCESSING OF LIBRARY MATERIALS (Per minimum specifications listed on p. 9).

Attach additional itemized processing prices that apply, i.e., price per each additional applied label (above 5), price for each contractor-generated barcode and/or artwork reproduction, etc.
A. Hardcover Books
   - $ 2.10  Ea.

B. Paperbacks
   - $ 1.25  Ea.

C. DVDs
   - $ No Bid  Ea.

D. Spoken Word CDs
   - $ No Bid  Ea.

E. Playaways
   - $ No Bid  Ea.

F. Music CDs
   - $ No Bid  Ea.

III. CATALOGING OF LIBRARY MATERIALS

A. Per bibliographic record supplied with Ordered title.
   = $  No charge for brief bib record  Ea.

B. Per full MARC record supplied with Shipped order.
   = $ 0.55  Ea.

C. Per each (One for each copy ordered) MARC 949 item tag added to full MARC Record supplied with shipment.
   = $ 0.25  Ea.

IV. EXTENDED CATALOGING SERVICES

A. Per new bibliographic record added to database
   = $ 0.55  Ea.

B. Per item holdings record attached to bibliographic record
   = $ 0.25  Ea.
VIII. ATTACHMENTS AND FORMS

ARLINGTON COUNTY, VIRGINIA
REQUEST FOR PROPOSALS NO. 583-12

PROPOSAL FORM

PROPOSAL FORM PAGES CONSIST OF 1 OF 6


FOR PROVIDING LIBRARY BOOKS AND MATERIALS PER THE FOREGOING SOLICITATION:

THE UNDERSIGNED UNDERSTANDS AND ACKNOWLEDGES THE FOLLOWING:


AN ELECTRONIC COPY OF THE SOLICITATION DOCUMENTS ALSO IS AVAILABLE FROM THE COUNTY'S WEBSITE AT: HTTP://WWW.ARLINGTONVA.US/PURCHASING. HOWEVER, SUCH ELECTRONIC COPY IS SUBJECT TO AN IMPORTANT DISCLAIMER WHICH ALL POTENTIAL OFFERORS MUST ACKNOWLEDGE ONLINE BEFORE THE DOCUMENTS CAN BE DOWNLOADED.

POTENTIAL OFFERORS ARE RESPONSIBLE FOR DETERMINING THE ACCURACY AND COMPLETENESS OF ALL SOLICITATION DOCUMENTS THEY RECEIVE, INCLUDING DOCUMENTS OBTAINED FROM THE COUNTY BY EITHER OF THE METHODS DESCRIBED ABOVE, AND DOCUMENTS OBTAINED FROM ALL OTHER SOURCES.

1. ALL MATERIAL (PROPOSAL AND ATTACHMENTS) SUBMITTED SHALL BE IN COPIES, CONSISTING OF: ONE PROPOSAL, CLEARLY MARKED ON ITS COVER WITH THE WORD "ORIGINAL", WHICH SHALL INCLUDE THIS PROPOSAL FORM CONTAINING AN ORIGINAL LONGHAND SIGNATURE; AND FOUR ADDITIONAL COPIES, WHICH SHALL INCLUDE A PHOTOCOPY OF THE ORIGINAL SIGNED PROPOSAL FORM. THE ORIGINAL, SIGNED PROPOSAL FORM SHALL BE THE FIRST PAGE OF THE ORIGINAL PROPOSAL.

2. INDICATE THE NAME AND CONTACT INFORMATION OF THE PERSON WHO CAN RESPOND AUTHORITATIVELY TO ANY QUESTIONS REGARDING THIS PROPOSAL (PROJECT MANAGER).

NAME (PRINTED): Jessica Adams TITLE: Bid Administrator
E-MAIL ADDRESS: jessica.adams@bwibooks.com TEL. NO.: 800-888-4478 ext. 6234

TRADE SECRETS OR PROPRIETARY INFORMATION:
Trade secrets or proprietary information submitted by an offeror in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act. However, Section 4-111 of the Arlington County Purchasing Resolution states that the offeror must invoke the protection of this section prior to or upon submission of the
*47. NON-DISCRIMINATION NOTICE

Arlington County does not discriminate against faith-based organizations.

WITNESS these signatures:

THE COUNTY BOARD OF ARLINGTON COUNTY, VIRGINIA

CONTRACTOR

AUTHORIZED SIGNATURE: ____________________________

NAME: RICHARD D. WARREN, JR.
TITLE: PURCHASING AGENT

DATE: _________________

TAXPAYER
ID (EIN) 36-4146338

AUTHORIZED SIGNATURE: ____________________________

NAME AND TITLE: Jack Belford, Executive Director of Sales

DATE: 10/11/2011
data or other materials, and must identify the data or other materials to be protected and state the reasons why protection is necessary.

Please mark one:

(x) No, the proposal I have submitted does not contain any trade secrets and/or proprietary information.

( ) Yes, the proposal I have submitted does contain trade secrets and/or proprietary information.

If Yes, you must clearly identify below the exact data or other materials to be protected and list all applicable page numbers of the proposal containing such data or materials:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

State the specific reason(s) why protection is necessary:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

If you fail to identify the data or other materials to be protected and state the reasons why protection is necessary in the space provided above, you will not have invoked the protection of Section 4-111 of the Purchasing Resolution. Accordingly, effective upon the award of contract, the proposal will be open for public inspection consistent with applicable law.

CERTIFICATION OF NON-COLLUSION: The undersigned certifies that this proposal is not the result of, or affected by, any act of collusion with another person (as defined in Code of Virginia Section 59.1-68.6 et seq.), engaged in the same line of business or commerce; or any act of fraud punishable under the Virginia Governmental Frauds Act (Code of Virginia §18.2-498.1 et seq.).
PROPOSAL FORM, PAGE 3 OF 6

CONTACT PERSON AND MAILING ADDRESS FOR DELIVERY OF NOTICES
Provide the name and address of the person designated by the offeror to receive notices and other communications (Refer to section headed Notices in the Contract Terms and Conditions of this solicitation for further details):

Jessica Adams, Bid Administrator
1340 Ridgeview Drive
McHenry, IL 60050

THE PROPER FULL LEGAL NAME OF THE FIRM OR ENTITY SUBMITTING THIS PROPOSAL MUST BE WRITTEN IN THE SPACE PROVIDED BELOW. THIS PROPOSAL FORM, AND ALL OTHER DOCUMENTS REQUIRED BY THE SOLICITATION TO BE SUBMITTED WITH THIS PROPOSAL FORM, INCLUDING, BUT NOT LIMITED TO ALL ISSUED AMENDMENTS, MUST BE FULLY AND ACCURATELY COMPLETED AND SIGNED BELOW BY A PERSON AUTHORIZED TO LEGALLY AND CONTRACTUALLY BIND THE OFFEROR, OR THE PROPOSAL MAY BE REJECTED:

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE Jack Belford, Executive Director of Sales

<table>
<thead>
<tr>
<th>SUBMITTED BY: (LEGAL NAME OF ENTITY)</th>
<th>Book Wholesalers, Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADDRESS:</td>
<td>1340 Ridgeview Drive</td>
</tr>
<tr>
<td>CITY/STATE/ZIP:</td>
<td>McHenry, IL 60050</td>
</tr>
<tr>
<td>TELEPHONE NO:</td>
<td>800-888-4478</td>
</tr>
<tr>
<td>FACSIMILE NO.:</td>
<td>800-888-6319</td>
</tr>
<tr>
<td>TAX ID NUMBER (EIN/SSN):</td>
<td>36-4146338</td>
</tr>
</tbody>
</table>

THIS FIRM IS A: X CORPORATION, ___ GENERAL PARTNERSHIP, ___ LIMITED PARTNERSHIP, ___ UNINCORPORATED ASSOCIATION, ___ LIMITED LIABILITY COMPANY, ___ SOLE PROPRIETORSHIP

IS FIRM AUTHORIZED TO TRANSACT BUSINESS IN THE COMMONWEALTH OF VA? Yes

IDENTIFICATION NO. ISSUED TO THE FIRM BY THE SCC: F1864463

ANY OFFEROR EXEMPT FROM SCC AUTHORIZATION REQUIREMENT SHALL INCLUDE A STATEMENT WITH ITS BID WHY THEY ARE NOT REQUIRED TO BE SO AUTHORIZED

IS YOUR FIRM OR ANY OF ITS PRINCIPALS CURRENTLY DEBARRED FROM SUBMITTING BIDS TO ARLINGTON COUNTY, VIRGINIA, OR ANY OTHER STATE OR POLITICAL SUBDIVISION? No

OFFEROR STATUS: MINORITY OWNED: | WOMAN OWNED: | NEITHER: X
## PRICING FORM

### I. DISCOUNT FROM LIST PRICE

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Discount %</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.</td>
<td>Adult Hardcover Trade Books</td>
<td>40-42</td>
</tr>
<tr>
<td>B.</td>
<td>Adult Quality Paperback Books</td>
<td>35-42</td>
</tr>
<tr>
<td>C.</td>
<td>Juvenile Hardcover Trade Books</td>
<td>40-42</td>
</tr>
<tr>
<td>D.</td>
<td>Juvenile Paperback Books</td>
<td>35-42</td>
</tr>
<tr>
<td>E.</td>
<td>Juvenile Picture Books</td>
<td>40-42</td>
</tr>
<tr>
<td>F.</td>
<td>Large Print Books</td>
<td>0-42</td>
</tr>
<tr>
<td>G.</td>
<td>Mass Market Paperback Books</td>
<td>35-42</td>
</tr>
<tr>
<td>H.</td>
<td>Non-English Language Books</td>
<td>*</td>
</tr>
<tr>
<td>I.</td>
<td>Publisher Library Editions</td>
<td>15</td>
</tr>
<tr>
<td>J.</td>
<td>Reference Trade Books</td>
<td>0-15</td>
</tr>
<tr>
<td>K.</td>
<td>Small and University Press Books</td>
<td>0-15</td>
</tr>
<tr>
<td>L.</td>
<td>Adult Mass Market DVDs</td>
<td>25</td>
</tr>
<tr>
<td>M.</td>
<td>Juvenile Mass Market DVDs</td>
<td>25</td>
</tr>
<tr>
<td>N.</td>
<td>Adult Spoken Word</td>
<td>25</td>
</tr>
<tr>
<td>O.</td>
<td>Juvenile Spoken Word</td>
<td>25</td>
</tr>
<tr>
<td>P.</td>
<td>Adult Music CDs</td>
<td>25</td>
</tr>
<tr>
<td>Q.</td>
<td>Juvenile Music CDs</td>
<td>25</td>
</tr>
<tr>
<td>R.</td>
<td>Playaway</td>
<td>15</td>
</tr>
</tbody>
</table>

*Discounts for World Language publications available through normal domestic trade channels are the same as the normal discounts. World Language publications published outside the United States and not available through normal domestic trade channels are priced at net.

### CONTRACTOR'S REFERENCE SOURCE(S) FOR LIST PRICES:

- Publisher List Price

### I. SHIPPING AND HANDLING CHARGES (Select one statement.)

- A. Net prices after discount quoted above include all shipping and handling costs
- B. Shipping and handling charges will be calculated separately and applied to all shipments.

**Shipping and handling charges are FREE**

### II. PROCESSING OF LIBRARY MATERIALS (Per minimum specifications listed on to Arlington Co. p. 9)

Attach additional itemized processing prices that apply, i.e., price per each additional applied label (above 5), price for each contractor-generated barcode and/or artwork reproduction, etc.

Please note:

Titles where BWI receives no discount from the publisher or prepayment is required by the publisher will be invoiced at list price & will incur a Special Acquisitions Cost of $5.95 (1 copy), $8.95 (2 copies), or $10.95 (3 or more copies) added to list price. Titles which receive minimal publisher discount or publishers whose titles have limited demand and/or non-commercial publishers will be invoiced at publisher's list price. BWI reserves the right to be the final arbiter regarding binding type when such is not clearly defined by the publisher. This determination will be made by an MLS degree 2 cataloger with item in hand. Publisher's list price is subject to change without notice, and discounts are applied to current Amendment No. 2 publisher's list price at the time of shipment. Your specific discount can be viewed via TitleTales on a title by title basis.
PROPOSAL FORM, PAGE 5 OF 6

A. Hardcover Books = $1.75 Ea.

B. Paperbacks = $1.35 Ea.

C. DVDs = $2.75 Ea.

D. Spoken Word CDs = $5.50 Ea.

E. Playaways = $3.00 Ea.

F. Music CDs = $3.25 Ea.

III. CATALOGING OF LIBRARY MATERIALS

A. Per bibliographic record supplied with an ordered title.
   = $ On order records can be downloaded from TitleTales at no charge.

B. Per full MARC record supplied with shipped order.
   = $0.25 Ea.

C. Per each (one for each copy ordered) MARC 949 item tag added to full MARC record supplied with shipment.
   = No Charge for BWI records
     $0.75 for OCLC record
     $1.50 via live linking

IV. EXTENDED CATALOGING SERVICES

A. Per new bibliographic record added to database
   = $0.25 Ea.

B. Per item holdings record attached to bibliographic record
   = No Charge for BWI records
     $0.75 for OCLC record
     $1.50 via live linking

Search customer or OCLC database for new vs. add or call number (per title) $0.60
1-2 edits beyond standard (per title) $0.50
3-4 edits beyond standard (per title) $1.75
5-6 edits beyond standard (per title) $2.60
7+ edits beyond standard (per title) $3.50

34
RFP 583-12
VIII. ATTACHMENTS AND FORMS

ARLINGTON COUNTY, VIRGINIA
REQUEST FOR PROPOSALS NO. 583-12

PROPOSAL FORM

PROPOSAL FORM PAGES CONSIST OF 1 OF 6


FOR PROVIDING LIBRARY BOOKS AND MATERIALS PER THE FOREGOING SOLICITATION:

THE UNDERSIGNED UNDERSTANDS AND ACKNOWLEDGES THE FOLLOWING:


AN ELECTRONIC COPY OF THE SOLICITATION DOCUMENTS ALSO IS AVAILABLE FROM THE COUNTY'S WEBSITE AT: HTTP://WWW.ARLINGTONVA.US/PURCHASING. HOWEVER, SUCH ELECTRONIC COPY IS SUBJECT TO AN IMPORTANT DISCLAIMER WHICH ALL POTENTIAL OFFERORS MUST ACKNOWLEDGE ONLINE BEFORE THE DOCUMENTS CAN BE DOWNLOADED.

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1. ALL MATERIAL (PROPOSAL AND ATTACHMENTS) SUBMITTED SHALL BE IN ____ COPIES, CONSISTING OF: ONE PROPOSAL, CLEARLY MARKED ON ITS COVER WITH THE WORD "ORIGINAL", WHICH SHALL INCLUDE THIS PROPOSAL FORM CONTAINING AN ORIGINAL LONGHAND SIGNATURE; AND FOUR ADDITIONAL COPIES, WHICH SHALL INCLUDE A PHOTOCOPY OF THE ORIGINAL SIGNED PROPOSAL FORM. THE ORIGINAL, SIGNED PROPOSAL FORM SHALL BE THE FIRST PAGE OF THE ORIGINAL PROPOSAL.

2. INDICATE THE NAME AND CONTACT INFORMATION OF THE PERSON WHO CAN RESPOND AUTHORITATIVELY TO ANY QUESTIONS REGARDING THIS PROPOSAL (PROJECT MANAGER).

NAME (PRINTED): Kathy Brown     TITLE: Bids & Contracts Coordinator
E-MAIL ADDRESS: kbrown@scholasticlibrary.com     TEL. NO.: 800-621-1115 option 5

TRADE SECRETS OR PROPRIETARY INFORMATION:
Trade secrets or proprietary information submitted by an offeror in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act. However, Section 4-111 of the Arlington County Purchasing Resolution states that the offeror must invoke the protection of this section prior to or upon submission of the
PROPOSAL FORM, PAGE 2 OF 6

data or other materials, and must identify the data or other materials to be protected and state the reasons why protection is necessary.

Please mark one:

(X) No, the proposal I have submitted does not contain any trade secrets and/or proprietary information.

( ) Yes, the proposal I have submitted does contain trade secrets and/or proprietary information.

If Yes, you must clearly identify below the exact data or other materials to be protected and list all applicable page numbers of the proposal containing such data or materials:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

State the specific reason(s) why protection is necessary:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

If you fail to identify the data or other materials to be protected and state the reasons why protection is necessary in the space provided above, you will not have invoked the protection of Section 4-111 of the Purchasing Resolution. Accordingly, effective upon the award of contract, the proposal will be open for public inspection consistent with applicable law.

CERTIFICATION OF NON-COLLUSION: The undersigned certifies that this proposal is not the result of, or affected by, any act of collusion with another person (as defined in Code of Virginia Section 59.1-69.6 et seq.), engaged in the same line of business or commerce; or any act of fraud punishable under the Virginia Governmental Frauds Act (Code of Virginia §18.2-498.1 et seq.).
# Proposal Form, Page 3 of 6

**Contact Person and Mailing Address for Delivery of Notices**

Provide the name and address of the person designated by the offeror to receive notices and other communications (Refer to section headed Notices in the Contract Terms and Conditions of this solicitation for further details):

<table>
<thead>
<tr>
<th>Scholastic Library Publishing, Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>90 Old Sherman Turnpike/Attn: Kathy Brown</td>
</tr>
<tr>
<td>Danbury, CT 06816</td>
</tr>
</tbody>
</table>

The proper full legal name of the firm or entity submitting this proposal must be written in the space provided below. This proposal form, and all other documents required by the solicitation to be submitted with this proposal form, including, but not limited to all issued amendments, must be fully and accurately completed and signed below by a person authorized to legally and contractually bind the offeror, or the proposal may be rejected:

**Authorized Signature**

[Signature]

**Print Name and Title**

Allison Henderson/Vice President-General Manager

---

<table>
<thead>
<tr>
<th>Submitted By: (Legal Name of Entity)</th>
<th>Scholastic, Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Address:</strong></td>
<td>90 Old Sherman Turnpike</td>
</tr>
<tr>
<td><strong>City/State/Zip:</strong></td>
<td>Danbury, CT 06816</td>
</tr>
<tr>
<td><strong>Telephone No.:</strong></td>
<td>800-621-1115</td>
</tr>
<tr>
<td><strong>Facsimile No.:</strong></td>
<td>203-797-3478</td>
</tr>
<tr>
<td><strong>Tax ID Number (EIN/SSN):</strong></td>
<td>13-1824190</td>
</tr>
</tbody>
</table>

**This Firm is A:**
- [X] Corporation
- [ ] General Partnership
- [ ] Limited Partnership
- [ ] Unincorporated Association
- [ ] Limited Liability Company
- [ ] Sole Proprietorship

**Is Firm Authorized to Transact Business in the Commonwealth of VA?**

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

**Identification No. Issued to the Firm by the SCC:**

| F1395682 |

**Any Offeror Exempt from SCC Authorization Requirement Shall Include a Statement With Its Bid Why They Are Not Required to Be So Authorized**

| No |

**Is Your Firm or Any of Its Principals Currently Debarred From Submitting Bids to Arlington County, Virginia, or Any Other State or Political Subdivision?**

| No |

**Offeror Status:**
- [X] Minority Owned
- [ ] Woman Owned
- [ ] Neither
## PRICING FORM

### I. DISCOUNT FROM LIST PRICE

<table>
<thead>
<tr>
<th>Category</th>
<th>Discount (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult Hardcover Trade Books</td>
<td>n/a</td>
</tr>
<tr>
<td>Adult Quality Paperback Books</td>
<td>n/a</td>
</tr>
<tr>
<td>Juvenile Hardcover Trade Books</td>
<td>40</td>
</tr>
<tr>
<td>Juvenile Paperback Books</td>
<td>30</td>
</tr>
<tr>
<td>Juvenile Picture Books</td>
<td>n/a</td>
</tr>
<tr>
<td>Large Print Books</td>
<td>n/a</td>
</tr>
<tr>
<td>Mass Market Paperback Books</td>
<td>n/a</td>
</tr>
<tr>
<td>Non-English Language Books</td>
<td>30</td>
</tr>
<tr>
<td>Publisher Library Editions (Reinforced Library Binding)</td>
<td>30</td>
</tr>
<tr>
<td>Reference Trade Books</td>
<td>n/a</td>
</tr>
<tr>
<td>Small and University Press Books</td>
<td>n/a</td>
</tr>
<tr>
<td>Adult Mass Market DVDs</td>
<td>n/a</td>
</tr>
<tr>
<td>Juvenile Mass market DVDs</td>
<td>n/a</td>
</tr>
<tr>
<td>Adult Spoken Word</td>
<td>n/a</td>
</tr>
<tr>
<td>Juvenile Spoken Word</td>
<td>n/a</td>
</tr>
<tr>
<td>Adult Music CDs</td>
<td>n/a</td>
</tr>
<tr>
<td>Juvenile Music CDs</td>
<td>n/a</td>
</tr>
</tbody>
</table>

**CONTRACTOR'S REFERENCE SOURCE(S) FOR LIST PRICES:**

### I. SHIPPING AND HANDLING CHARGES (Select one statement.)

- A. Net prices after discount quoted above include all shipping and handling costs.  
- B. Shipping and handling charges will be calculated separately and applied to all shipments.  

**Please see the next page**

### II. PROCESSING OF LIBRARY MATERIALS (Per minimum specifications listed on p. 9).

Attach additional itemized processing prices that apply, i.e., price per each additional applied label (above 5), price for each contractor-generated barcode and/or artwork reproduction, etc.
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ARLINGTON COUNTY, VIRGINIA
REQUEST FOR PROPOSALS NO. 583-12

PROPOSAL FORM

PROPOSAL FORM PAGES CONSIST OF 1 OF 6


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2. INDICATE THE NAME AND CONTACT INFORMATION OF THE PERSON WHO CAN RESPOND AUTHORITATIVELY TO ANY QUESTIONS REGARDING THIS PROPOSAL (PROJECT MANAGER).

NAME (PRINTED): Florence Cline
TITLE: Contract Management Specialist
E-MAIL ADDRESS: florence.cline@ingramcontent.com
TEL. NO.: 800-937-5300 ext. 35766

TRADE SECRETS OR PROPRIETARY INFORMATION:
Trade secrets or proprietary information submitted by an offeror in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act. However, Section 4-111 of the Arlington County Purchasing Resolution states that the offeror must invoke the protection of this section prior to or upon submission of the
data or other materials, and must identify the data or other materials to be protected and state the reasons why protection is necessary.

Please mark one:

(X) No, the proposal I have submitted does not contain any trade secrets and/or proprietary information.

( ) Yes, the proposal I have submitted does contain trade secrets and/or proprietary information.

If Yes, you must clearly identify below the exact data or other materials to be protected and list all applicable page numbers of the proposal containing such data or materials:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

State the specific reason(s) why protection is necessary:

________________________________________________________________________

________________________________________________________________________

If you fail to identify the data or other materials to be protected and state the reasons why protection is necessary in the space provided above, you will not have invoked the protection of Section 4-111 of the Purchasing Resolution. Accordingly, effective upon the award of contract, the proposal will be open for public inspection consistent with applicable law.

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PROPOSAL FORM. PAGE 3 OF 6

CONTACT PERSON AND MAILING ADDRESS FOR DELIVERY OF NOTICES
Provide the name and address of the person designated by the offeror to receive notices and other communications (Refer to section headed Notices in the Contract Terms and Conditions of this solicitation for further details):

Florence Cline, Contract Management Specialist
One Ingram Blvd.
La Vergne, TN 37086

THE PROPER FULL LEGAL NAME OF THE FIRM OR ENTITY SUBMITTING THIS PROPOSAL MUST BE WRITTEN IN THE SPACE PROVIDED BELOW. THIS PROPOSAL FORM, AND ALL OTHER DOCUMENTS REQUIRED BY THE SOLICITATION TO BE SUBMITTED WITH THIS PROPOSAL FORM, INCLUDING, BUT NOT LIMITED TO ALL ISSUED AMENDMENTS, MUST BE FULLY AND ACCURATELY COMPLETED AND SIGNED BELOW BY A PERSON AUTHORIZED TO LEGALLY AND CONTRACTUALLY BIND THE OFFEROR, OR THE PROPOSAL MAY BE REJECTED:

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE
Richard L. Rosy
Vice President and General Manager

SUBMITTED BY: (LEGAL NAME OF ENTITY) Ingram Library Services Inc.
ADDRESS: One Ingram Blvd., P.O. Box 3006
CITY/STATE/ZIP: La Vergne, TN 37086-1986
TELEPHONE NO: 800-937-5300 FACSIMILE NO: 615-213-6004
TAX ID NUMBER (EIN/SSN): 62-1746696

THIS FIRM IS A: ☑ CORPORATION, ___ GENERAL PARTNERSHIP, ___ LIMITED PARTNERSHIP, ___ UNINCORPORATED ASSOCIATION, ___ LIMITED LIABILITY COMPANY, ___ SOLE PROPRIETORSHIP

IS FIRM AUTHORIZED TO TRANSACT BUSINESS IN THE COMMONWEALTH OF VA? ☑ Yes

IDENTIFICATION NO. ISSUED TO THE FIRM BY THE SCC:

ANY OFFEROR EXEMPT FROM SCC AUTHORIZATION REQUIREMENT SHALL INCLUDE A STATEMENT WITH ITS BID WHY THEY ARE NOT REQUIRED TO BE SO AUTHORIZED

IS YOUR FIRM OR ANY OF ITS PRINCIPALS CURRENTLY DEBARRED FROM SUBMITTING BIDS TO ARLINGTON COUNTY, VIRGINIA, OR ANY OTHER STATE OR POLITICAL SUBDIVISION? ☑ No

OFFEROR STATUS: ☑ MINORITY OWNED: ☑ WOMAN OWNED: ☑ NEITHER: ☑

*Ingram is not required to register as it does business in Virginia through Interstate Commerce.
## PRICING FORM

### I. DISCOUNT FROM LIST PRICE

<table>
<thead>
<tr>
<th>Category</th>
<th>Discount %</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Adult Hardcover Trade Books</td>
<td>46.0</td>
</tr>
<tr>
<td>B. Adult Quality Paperback Books</td>
<td>40.6</td>
</tr>
<tr>
<td>C. Juvenile Hardcover Trade Books</td>
<td>46.0</td>
</tr>
<tr>
<td>D. Juvenile Paperback Books</td>
<td>40.6</td>
</tr>
<tr>
<td>E. Juvenile Picture Books – Trade Hardcover</td>
<td>46.0</td>
</tr>
<tr>
<td>F. Large Print Books – Trade Hardcover</td>
<td>46.0</td>
</tr>
<tr>
<td>G. Mass Market Paperback Books</td>
<td>40.6</td>
</tr>
<tr>
<td>H. Non-English Language Books – Trade Hardcover</td>
<td>46.0</td>
</tr>
<tr>
<td>I. Publisher Library Editions</td>
<td>22.0</td>
</tr>
<tr>
<td>J. Reference Trade Books Hardcover</td>
<td>46.0</td>
</tr>
<tr>
<td>K. Small and University Press Books</td>
<td>12.0</td>
</tr>
<tr>
<td>L. Adult Mass Market DVDs</td>
<td>28.0</td>
</tr>
<tr>
<td>M. Juvenile Mass Market DVDs</td>
<td>28.0</td>
</tr>
<tr>
<td>N. Adult Spoken Word – Trade</td>
<td>45.0</td>
</tr>
<tr>
<td>O. Juvenile Spoken Word – Trade</td>
<td>45.0</td>
</tr>
<tr>
<td>P. Adult Music CDs</td>
<td>25.0</td>
</tr>
<tr>
<td>Q. Juvenile Music CDs</td>
<td>25.0</td>
</tr>
<tr>
<td>R. Playaway</td>
<td>20.0</td>
</tr>
</tbody>
</table>

**CONTRACTOR'S REFERENCE SOURCE(S) FOR LIST PRICES:** Publisher's/Suggested

### I. SHIPPING AND HANDLING CHARGES (Select one statement.)

- [X] A. Net prices after discount quoted above include all shipping and handling costs
- B. Shipping and handling charges will be calculated separately and applied to all shipments.

### II. PROCESSING OF LIBRARY MATERIALS (Per minimum specifications listed on p. 9).

Attach additional itemized processing prices that apply, i.e., price per each additional applied label (above 5), price for each contractor-generated barcode and/or artwork reproduction, etc.
PROPOSAL FORM, PAGE 5 OF 6

A. Hardcover Books = $ * 1.75 Ea.

B. Paperbacks = $ 1.40 Ea.

C. DVDs = $ 1.60 Ea.

D. Spoken Word CDs = $ 1.60 Ea.

E. Playaways = $ 1.60 Ea.

F. Music CDs = $ 1.60 Ea.

*Average per book.

III. CATALOGING OF LIBRARY MATERIALS

A. Per bibliographic record supplied with Ordered title. On-order record = $ 0.00 Ea.

B. Per full MARC record supplied with Shipped order. BookMARC record existing = $ 0.35 Ea.

C. Per each (One for each copy ordered) MARC 949 item tag added to full MARC Record supplied with shipment. Electronic Linking = $ 0.60 per unit

IV. EXTENDED CATALOGING SERVICES

A. Per new bibliographic record added to database Original Book = $ 9.00 Ea.

B. Per item holdings record attached to bibliographic record Copy Cataloging = $ 1.40 Ea.

<table>
<thead>
<tr>
<th>Processing Components</th>
<th>Price per Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mylar Jacket, attached</td>
<td>$0.62</td>
</tr>
<tr>
<td>Spine Label</td>
<td>$0.20</td>
</tr>
<tr>
<td>Barcode/Other Labels, customer supplied</td>
<td>$0.15</td>
</tr>
<tr>
<td>Label Protector /Property Stamp</td>
<td>$0.15</td>
</tr>
<tr>
<td>Branch Label</td>
<td>$0.20</td>
</tr>
<tr>
<td>Digital Processing</td>
<td>$1.60</td>
</tr>
<tr>
<td><strong>Cataloging Services</strong></td>
<td></td>
</tr>
<tr>
<td>Existing Record-BookMARC Record</td>
<td>$0.35 per record</td>
</tr>
<tr>
<td>Barcode Scanning</td>
<td>$0.20 per unit</td>
</tr>
<tr>
<td>Electronic Linking</td>
<td>$0.60 per unit</td>
</tr>
<tr>
<td>Z39.50</td>
<td>$1.40 per unit</td>
</tr>
<tr>
<td>Original Cataloging -Book</td>
<td>$9.00 per record</td>
</tr>
<tr>
<td>Original Cataloging- Audio Book /Music/DVD</td>
<td>$12.50 per record</td>
</tr>
<tr>
<td>CIP Upgrades - Standard</td>
<td>$2.99 per record</td>
</tr>
</tbody>
</table>
VIII. ATTACHMENTS AND FORMS

ARLINGTON COUNTY, VIRGINIA
REQUEST FOR PROPOSALS NO. 583-12

PROPOSAL FORM

PROPOSAL FORM PAGES CONSIST OF 1 OF 6


FOR PROVIDING LIBRARY BOOKS AND MATERIALS PER THE FOREGOING SOLICITATION:

THE UNDERSIGNED UNDERSTANDS AND ACKNOWLEDGES THE FOLLOWING:


AN ELECTRONIC COPY OF THE SOLICITATION DOCUMENTS ALSO IS AVAILABLE FROM THE COUNTY’S WEBSITE AT: HTTP://WWW.ARLINGTONVA.US/PURCHASING. HOWEVER, SUCH ELECTRONIC COPY IS SUBJECT TO AN IMPORTANT DISCLAIMER WHICH ALL POTENTIAL OFFERORS MUST ACKNOWLEDGE ONLINE BEFORE THE DOCUMENTS CAN BE DOWNLOADED.

POTENTIAL OFFERORS ARE RESPONSIBLE FOR DETERMINING THE ACCURACY AND COMPLETENESS OF ALL SOLICITATION DOCUMENTS THEY RECEIVE, INCLUDING DOCUMENTS OBTAINED FROM THE COUNTY BY EITHER OF THE METHODS DESCRIBED ABOVE, AND DOCUMENTS OBTAINED FROM ALL OTHER SOURCES.

1. ALL MATERIAL (PROPOSAL AND ATTACHMENTS) SUBMITTED SHALL BE IN ___ COPIES, CONSISTING OF: ONE PROPOSAL, CLEARLY MARKED ON ITS COVER WITH THE WORD "ORIGINAAL", WHICH SHALL INCLUDE THIS PROPOSAL FORM CONTAINING AN ORIGINAL LONGHAND SIGNATURE; AND FOUR ADDITIONAL COPIES, WHICH SHALL INCLUDE A PHOTOCOPY OF THE ORIGINAL SIGNED PROPOSAL FORM. THE ORIGINAL, SIGNED PROPOSAL FORM SHALL BE THE FIRST PAGE OF THE ORIGINAL PROPOSAL.

2. INDICATE THE NAME AND CONTACT INFORMATION OF THE PERSON WHO CAN RESPOND AUTHORITATIVELY TO ANY QUESTIONS REGARDING THIS PROPOSAL (PROJECT MANAGER).

NAME (PRINTED): Lee Ann Queen
TITLE: Director - Pricing Services
E-MAIL ADDRESS: bids@baker-taylor.com
TEL. NO.: 800-775-7930, ext. 3245

TRADE SECRETS OR PROPRIETARY INFORMATION:
Trade secrets or proprietary information submitted by an offeror in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act. However, Section 4-111 of the Arlington County Purchasing Resolution states that the offeror must invoke the protection of this section prior to or upon submission of the proposal.
data or other materials, and must identify the data or other materials to be protected and state the reasons why protection is necessary.

Please mark one:

(XX) No, the proposal I have submitted does not contain any trade secrets and/or proprietary information.

( ) Yes, the proposal I have submitted does contain trade secrets and/or proprietary information.

If Yes, you must clearly identify below the exact data or other materials to be protected and list all applicable page numbers of the proposal containing such data or materials:

______________________________________________________________

______________________________________________________________

______________________________________________________________

State the specific reason(s) why protection is necessary:

______________________________________________________________

______________________________________________________________

If you fail to identify the data or other materials to be protected and state the reasons why protection is necessary in the space provided above, you will not have invoked the protection of Section 4-111 of the Purchasing Resolution. Accordingly, effective upon the award of contract, the proposal will be open for public inspection consistent with applicable law.

CERTIFICATION OF NON-COLLUSION: The undersigned certifies that this proposal is not the result of, or affected by, any act of collusion with another person (as defined in Code of Virginia Section 59.1-68.6 et seq.), engaged in the same line of business or commerce; or any act of fraud punishable under the Virginia Governmental Frauds Act (Code of Virginia §18.2-498.1 et seq.).
PROPOSAL FORM, PAGE 3 OF 6

CONTACT PERSON AND MAILING ADDRESS FOR DELIVERY OF NOTICES
Provide the name and address of the person designated by the offeror to receive notices and other communications (Refer to section headed Notices in the Contract Terms and Conditions of this solicitation for further details):

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lee Ann Queen</td>
<td>Baker &amp; Taylor, Inc. 2550 West Tyvola Road, Ste. 300 - Pricing Services Charlotte, NC 28217</td>
</tr>
</tbody>
</table>

THE PROPER FULL LEGAL NAME OF THE FIRM OR ENTITY SUBMITTING THIS PROPOSAL MUST BE WRITTEN IN THE SPACE PROVIDED BELOW. THIS PROPOSAL FORM, AND ALL OTHER DOCUMENTS REQUIRED BY THE SOLICITATION TO BE SUBMITTED WITH THIS PROPOSAL FORM, INCLUDING, BUT NOT LIMITED TO ALL ISSUED AMENDMENTS, MUST BE FULLY AND ACCURATELY COMPLETED AND SIGNED BELOW BY A PERSON AUTHORIZED TO LEGALLY AND CONTRACTUALLY BIND THE OFFEROR, OR THE PROPOSAL MAY BE REJECTED:

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE  Lee Ann Queen  Director - Pricing Services

<table>
<thead>
<tr>
<th>Submitted by: (Legal Name of Entity)</th>
<th>Baker &amp; Taylor, Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>2550 West Tyvola Road, Ste. 300 - Pricing Services</td>
</tr>
<tr>
<td>City/State/Zip:</td>
<td>Charlotte, NC 28217</td>
</tr>
<tr>
<td>Telephone No:</td>
<td>800-775-7930, ext. 3245</td>
</tr>
<tr>
<td>Facsimile No.:</td>
<td>704-998-3245</td>
</tr>
<tr>
<td>Tax ID Number (EIN/SSN):</td>
<td>56-1761729</td>
</tr>
<tr>
<td>This firm is a:</td>
<td>Delaware</td>
</tr>
<tr>
<td>XX corporation, General partnership, Limited partnership, Unincorporated association, Limited liability company, Sole proprietorship</td>
<td></td>
</tr>
<tr>
<td>Is firm authorized to transact business in the Commonwealth of VA?</td>
<td>Yes</td>
</tr>
<tr>
<td>Identification No. issued to the firm by the SCC:</td>
<td>F1667536</td>
</tr>
<tr>
<td>Any offeror exempt from SCC authorization requirement shall include a statement with its bid why they are not required to be so authorized</td>
<td></td>
</tr>
<tr>
<td>Is your firm or any of its principals currently debarred from submitting bids to Arlington County, Virginia, or any other state or political subdivision?</td>
<td>No</td>
</tr>
<tr>
<td>Offeror status: Minority owned: Woman owned: Neither:</td>
<td>XX</td>
</tr>
</tbody>
</table>
ARLINGTON COUNTY, VIRGINIA
REQUEST FOR PROPOSALS NO. 583-12

PRICING FORM

Please see Section 13, Attachment A for complete outline of terms and Attachment B for Category Definitions.

I. DISCOUNT FROM LIST PRICE

<table>
<thead>
<tr>
<th>Category Description</th>
<th>DISCOUNT %</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Adult Hardcover Trade Books</td>
<td>43.0%</td>
</tr>
<tr>
<td>B. Adult Quality Paperback Books</td>
<td>45.1%</td>
</tr>
<tr>
<td>C. Juvenile Hardcover Trade Books</td>
<td>15.5%</td>
</tr>
<tr>
<td>D. Juvenile Paperback Books</td>
<td>38.0%</td>
</tr>
<tr>
<td>E. Juvenile Picture Books</td>
<td>41.5%</td>
</tr>
<tr>
<td>F. Large Print Books</td>
<td>42.5%</td>
</tr>
<tr>
<td>G. Mass Market Paperback Books</td>
<td>20.0%</td>
</tr>
<tr>
<td>H. Non-English Language Books</td>
<td>30.0%</td>
</tr>
<tr>
<td>I. Publisher Library Editions</td>
<td>40.0%</td>
</tr>
<tr>
<td>J. Reference Trade Books</td>
<td>22.0%</td>
</tr>
<tr>
<td>K. Small and University Press Books</td>
<td>23.5%</td>
</tr>
<tr>
<td>L. Adult Mass Market DVDs</td>
<td>24.0%</td>
</tr>
<tr>
<td>M. Juvenile Mass Market DVDs</td>
<td>$14.99 or less 15.0%</td>
</tr>
<tr>
<td>N. Adult Spoken Word</td>
<td>$15.00 - $24.99 25.0%</td>
</tr>
<tr>
<td>O. Juvenile Spoken Word</td>
<td>$25.00 or more 30.0%</td>
</tr>
<tr>
<td>P. Adult Music CDs</td>
<td>Note (5)</td>
</tr>
<tr>
<td>Q. Juvenile Music CDs</td>
<td>Note (5)</td>
</tr>
<tr>
<td>R. Playaway</td>
<td>Note (5)</td>
</tr>
</tbody>
</table>

Note (1): 1-2 copies/title 43.0%
Note (2): 3-14 copies/title 45.1%
Note (3): 15+ copies/title 45.5%
Note (4): 1-2 copies/title 38.0%
Note (5): 3-14 copies/title 41.5%
Note (6): 15+ copies/title 42.5%
Note (7): 1-2 copies/title 20.0%
Note (8): 3-14 copies/title 30.0%
Note (9): 15+ copies/title 40.0%

CONTRACTOR'S REFERENCE SOURCE(S) FOR LIST PRICES: Publisher List Price - Please see Section 13, Attachment A for details

I. SHIPPING AND HANDLING CHARGES (Select one statement.)

A. Net prices after discount quoted above include all shipping and handling costs

B. Shipping and handling charges will be calculated separately and applied to all shipments.

II. PROCESSING OF LIBRARY MATERIALS (Per minimum specifications listed on p. 9).

Attach additional itemized processing prices that apply, i.e., price per each additional applied label (above 5), price for each contractor-generated barcode and/or artwork reproduction, etc.

* May be of any binding type; please see Section 13, Attachment A for a description of available discount terms.

** Titles which receive minimal publisher discount will be invoiced at list price. Titles where B&T receives no discount from the publisher or where prepayment is required by the publisher or publishers whose titles have limited demand and/or non-commercial publishers will be invoiced at list price plus $ 4.95/unit service charge.

3. 583-12 Amendment No. 2

*** This discount will apply to popular titles issued by widely distributed publishers. Not all spoken word audio titles meet these criteria; other editions may be discounted as outlined under Categories I, VII, VIII, IX, X, or XI (Section 13, Attachments A and B).
**PROPOSAL FORM, PAGE 5 OF 6**

* Please see Section 7 for an outline of components and for additional itemized processing prices, as requested.

A. Hardcover Books
   (Price includes glued mylar jacket, library supplied barcode, top edge stamp, spine label, and label protectors. Application of Library supplied labels is available for an additional $0.09/label.)
   = $ 0.99 Ea.

B. Paperbacks
   (Price includes library supplied barcode, top edge stamp, spine label, and label protectors. Application of Library supplied labels is available for an additional $0.09/label.)
   = $ 0.39 Ea.

C. DVDs
   = $ 1.89 Ea.

D. Spoken Word CDs
   = $ 4.99 Ea.

E. Playaways (Playaway product is sold in Library-ready cases; this $0.15 is the cost for the application of the Library supplied barcode)
   = $ 1.89 Ea.

F. Music CDs

**III. CATALOGING OF LIBRARY MATERIALS**

A. Per bibliographic record supplied with Ordered title. (downloaded from Title Source 3 at point of order)
   = $ Free of charge

B. Per full MARC record supplied with Shipped order.
   = $ 0.49 Ea.

C. Per each (One for each copy ordered) MARC 949 item tag added to full MARC Record supplied with shipment.
   = $ No additional charge

**IV. EXTENDED CATALOGING SERVICES**

A. Per new bibliographic record added to database (book material)
   = $ 4.10 Ea.

B. Per item holdings record attached to bibliographic record (book material)

**

The pricing outlined is a blended unit price, based upon the volume of material to be ordered, processing components requested, and the complexities of the Library's cataloging requirements. The unit price is all-inclusive of the services requested by the Library including, but not limited to, cataloging, processing, and project management. Original cataloging services and prebinding services are available for an additional fee. An outline of all fees and services is listed under Section 13, Attachment G.

Please see Section 13, Attachment G for additional information regarding our Customized Library Services (CLS) division and its services.
VIII. ATTACHMENTS AND FORMS

ARLINGTON COUNTY, VIRGINIA
REQUEST FOR PROPOSALS NO. 583-12

PROPOSAL FORM

PROPOSAL FORM PAGES CONSIST OF 1 OF 6


FOR PROVIDING LIBRARY BOOKS AND MATERIALS FOR THE FOREGOING SOLICITATION:

THE UNDERSIGNED UNDERSTANDS AND ACKNOWLEDGES THE FOLLOWING:


AN ELECTRONIC COPY OF THE SOLICITATION DOCUMENTS ALSO IS AVAILABLE FROM THE COUNTY'S WEBSITE AT: HTTP://WWW.ARCLINGTONVA.US/PURCHASING. HOWEVER, SUCH ELECTRONIC COPY IS SUBJECT TO AN IMPORTANT DISCLAIMER WHICH ALL POTENTIAL OFFERORS MUST ACKNOWLEDGE ONLINE BEFORE THE DOCUMENTS CAN BE DOWNLOADED.

POTENTIAL OFFERORS ARE RESPONSIBLE FOR DETERMINING THE ACCURACY AND COMPLETENESS OF ALL SOLICITATION DOCUMENTS THEY RECEIVE, INCLUDING DOCUMENTS OBTAINED FROM THE COUNTY BY EITHER OF THE METHODS DESCRIBED ABOVE, AND DOCUMENTS OBTAINED FROM ALL OTHER SOURCES.

1. ALL MATERIAL (PROPOSAL AND ATTACHMENTS) SUBMITTED SHALL BE IN ___ COPIES, CONSISTING OF: ONE PROPOSAL, CLEARLY MARKED ON ITS COVER WITH THE WORD "ORIGINAL", WHICH SHALL INCLUDE THIS PROPOSAL FORM CONTAINING AN ORIGINAL LONGHAND SIGNATURE; AND FOUR ADDITIONAL COPIES, WHICH SHALL INCLUDE A PHOTOCOPY OF THE ORIGINAL SIGNED PROPOSAL FORM. THE ORIGINAL, SIGNED PROPOSAL FORM SHALL BE THE FIRST PAGE OF THE ORIGINAL PROPOSAL.

2. INDICATE THE NAME AND CONTACT INFORMATION OF THE PERSON WHO CAN RESPOND AUTHORITATIVELY TO ANY QUESTIONS REGARDING THIS PROPOSAL (PROJECT MANAGER).

NAME (PRINTED): Tara Miller TITLE: Bid & Proposal Coordinator

E-MAIL ADDRESS: bookbids@brodart.com TEL. NO.: 800.233.8467

TRADE SECRETS OR PROPRIETARY INFORMATION:
Trade secrets or proprietary information submitted by an offeror in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act. However, Section 4-111 of the Arlington County Purchasing Resolution states that the offeror must invoke the protection of this section prior to or upon submission of the
data or other materials, and must identify the data or other materials to be protected and state the reasons why protection is necessary.

Please mark one:

( ) No, the proposal I have submitted does not contain any trade secrets and/or proprietary information.

( ) Yes, the proposal I have submitted does contain trade secrets and/or proprietary information.

If Yes, you must clearly identify below the exact data or other materials to be protected and list all applicable page numbers of the proposal containing such data or materials:

________________________________________
________________________________________
________________________________________
________________________________________

State the specific reason(s) why protection is necessary:

________________________________________
________________________________________
________________________________________

If you fail to identify the data or other materials to be protected and state the reasons why protection is necessary in the space provided above, you will not have invoked the protection of Section 4-111 of the Purchasing Resolution. Accordingly, effective upon the award of contract, the proposal will be open for public inspection consistent with applicable law.

CERTIFICATION OF NON-COLLUSION: The undersigned certifies that this proposal is not the result of, or affected by, any act of collusion with another person (as defined in Code of Virginia Section 59.1-68.6 et seq.), engaged in the same line of business or commerce; or any act of fraud punishable under the Virginia Governmental Frauds Act (Code of Virginia §18.2-498.1 et seq.).
PROPOSAL FORM, PAGE 3 OF 6

CONTACT PERSON AND Mailing ADDRESS FOR DELIVERY OF NOTICES
Provide the name and address of the person designated by the offeror to receive notices and other communications (Refer to section headed Notices in the Contract Terms and Conditions of this solicitation for further details):

Emily-Anne Schulte
Brodart Co.
500 Arch Street, Williamsport, PA 17701

THE PROPER FULL LEGAL NAME OF THE FIRM OR ENTITY SUBMITTING THIS PROPOSAL MUST BE WRITTEN IN THE SPACE PROVIDED BELOW. THIS PROPOSAL FORM, AND ALL OTHER DOCUMENTS REQUIRED BY THE SOLICITATION TO BE SUBMITTED WITH THIS PROPOSAL FORM, INCLUDING, BUT NOT LIMITED TO ALL ISSUED AMENDMENTS, MUST BE FULLY AND ACCURATELY COMPLETED AND SIGNED BELOW BY A PERSON AUTHORIZED TO LEGALLY AND CONTRACTUALLY BIND THE OFFEROR, OR THE PROPOSAL MAY BE REJECTED:

AUTHORIZED SIGNATURE
Emily-Anne Schulte, Marketing Manager

---

<table>
<thead>
<tr>
<th>SUBMITTED BY: (LEGAL NAME OF ENTITY)</th>
<th>Brodart Co. By: Nubro Inc., General Partner</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADDRESS:</td>
<td>500 Arch Street</td>
</tr>
<tr>
<td>CITY/STATE/ZIP:</td>
<td>Williamsport, PA 17701</td>
</tr>
<tr>
<td>TELEPHONE NO:</td>
<td>800.233.8467</td>
</tr>
<tr>
<td>FACSIMILE NO.:</td>
<td>570.651.1639</td>
</tr>
<tr>
<td>TAX ID NUMBER (EIN/SSN):</td>
<td>23-2248758</td>
</tr>
<tr>
<td>THIS FIRM IS A: * INSERT NAME OF STATE Pennsylvania</td>
<td></td>
</tr>
<tr>
<td>____ CORPORATION, X GENERAL PARTNERSHIP, ____ LIMITED PARTNERSHIP, ____ UNINCORPORATED ASSOCIATION, ____ LIMITED LIABILITY COMPANY, ____ SOLE PROPRIETORSHIP</td>
<td></td>
</tr>
</tbody>
</table>

IS FIRM AUTHORIZED TO TRANSACT BUSINESS IN THE COMMONWEALTH OF VA? Yes

IDENTIFICATION NO. ISSUED TO THE FIRM BY THE SCC: F0433393-3 (We are registered under the name Nubro)

ANY OFFEROR EXEMPT FROM SCC AUTHORIZATION REQUIREMENT SHALL INCLUDE A STATEMENT WITH ITS BID WHY THEY ARE NOT REQUIRED TO BE SO AUTHORIZED

IS YOUR FIRM OR ANY OF ITS PRINCIPALS CURRENTLY DEBARRED FROM SUBMITTING BIDS TO ARLINGTON COUNTY, VIRGINIA, OR ANY OTHER STATE OR POLITICAL SUBDIVISION? No

OFFEROR STATUS: MINORITY OWNED: X WOMAN OWNED: NEITHER: X
I. DISCOUNT FROM LIST PRICE

A. Adult Hardcover Trade Books
   Discount 44.7% $

B. Adult Quality Paperback Books
   Discount 40.0% $

C. Juvenile Hardcover Trade Books
   Discount 44.7% $

D. Juvenile Paperback Books
   Discount 40.0% $

E. Juvenile Picture Books

F. Large Print Books

G. Mass Market Paperback Books
   Discount 40.0% $

H. Non-English Language Books (Spanish)
   Discount 40.0% $

I. Publisher Library Editions

J. Reference Trade Books

K. Small and University Press Books (Non-trade)
   Discount 12.0% $

L. Adult Mass Market DVDs
   No Bid $

M. Juvenile Mass market DVDs
   No Bid $

N. Adult Spoken Word
   No Bid $

O. Juvenile Spoken Word
   No Bid $

P. Adult Music CDs
   No Bid $

Q. Juvenile Music CDs
   No Bid $

R. Playaway
   Standing Orders (Continuations)
   Trade Hardcover & Paperbacks 22.0% $
   Non-trade Hardcover & Paperbacks 10.0% $
   Discount based on bind (hardcover, paperback, library, etc.)

CONTRACTOR'S REFERENCE SOURCE(S) FOR LIST PRICES:
   Brodart discounts from publisher's list price

II. SHIPPING AND HANDLING CHARGES (Select one statement.)

A. Net prices after discount quoted above include all shipping and handling costs
   X

B. Shipping and handling charges will be calculated separately and applied to all shipments.

II. PROCESSING OF LIBRARY MATERIALS (Per minimum specifications listed on p. 9).
   Attach additional itemized processing prices that apply, i.e., price per each additional applied label (above 5), price for each contractor-generated barcode and/or artwork reproduction, etc.
   Please see next page for Brodart's itemized processing prices.

*Hardcover and paperback titles on which Brodart receives minimal or no discount and/or the publisher requires prepayment may be discounted at the non-trade discount or invoiced at the publisher's list price, plus a service charge of $3.95.
PROPOSAL FORM, PAGE 5 OF 5

A. Hardcover Books
   (Hardcover and paperback book processing includes application of library-supplied barcode with Brodart barcode label protector, spine label, Mylar jacket or label protectors, property stamp, application of up to 5 library-supplied labels)
   = $ 1.20
   Ea.

B. Paperbacks
   = $ 1.20
   Ea.

C. DVDs
   = $ No Bid
   Ea.

D. Spoken Word CDs
   = $ No Bid
   Ea.

E. Playaways
   = $ No Bid
   Ea.

F. Music CDs
   = $ No Bid
   Ea.

III. CATALOGING OF LIBRARY MATERIALS

A. Per bibliographic record supplied with ordered title.
   = $ No Charge - Brief on-order record via BitzIt.com
   Ea.

B. Per full MARC record supplied with shipped order.
   = $ .55** Standard English-language MARC record as described in Section 8 Brodart's Cataloging Option 1
   Ea.

C. Per each (One for each copy ordered)
   MARC 949 item tag added to full MARC Record supplied with shipment.
   = $ 3.05** Flex English-language services
   Ea.

   Flex service is Brodart's Cataloging Option 2 as described in Section 6 which includes a full-level MARC record, item record, spine label, barcode label with protector, property stamp, Mylar jacket or label protectors, application of up to 5 library-supplied labels

IV. EXTENDED CATALOGING SERVICES

A. Per new bibliographic record added to database
   = $ 2.00 Complete service English-language MARC record
   Ea.

   = $ 5.00 Complete service Spanish-language MARC record
   Ea.

   = $ 3.75 Price includes item linking, application of library-supplied barcode with Brodart barcode label protector, spine label, property stamp, Mylar jacket or label protectors, application of up to 5 library-supplied labels

B. Per item holdings record attached to bibliographic record
   = $ 2.00 Complete service English-language MARC record
   Ea.

   = $ 5.00 Complete service Spanish-language MARC record
   Ea.

   = $ 3.75 Price includes item linking, application of library-supplied barcode with Brodart barcode label protector, spine label, property stamp, Mylar jacket or label protectors, application of up to 5 library-supplied labels

   **Please add $1.00 for Spanish-language services

Brodart's itemized processing prices:

Barcode label - $.20/label
Application of library-supplied barcode label - $.10/label
Barcode label protector - $.20/protector
Mylar jacket or label protectors applied to exposed labels - $.60/book
Application of library-supplied labels - $.10/book
Spine label - $.30/book
Property stamp - $.12/location

All processing components supplied by Brodart unless otherwise specified.

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RFP 583-12
VIII. ATTACHMENTS AND FORMS

ARLINGTON COUNTY, VIRGINIA
REQUEST FOR PROPOSALS NO. 583-12

PROPOSAL FORM

PROPOSAL FORM PAGES CONSIST OF 1 OF 6


FOR PROVIDING LIBRARY BOOKS AND MATERIALS PER THE FOREGOING SOLICITATION:

THE UNDERSIGNED UNDERSTANDS AND ACKNOWLEDGES THE FOLLOWING:


AN ELECTRONIC COPY OF THE SOLICITATION DOCUMENTS ALSO IS AVAILABLE FROM THE COUNTY’S WEBSITE AT: HTTP://WWW.ARLINGTONVA.US/PURCHASING. HOWEVER, SUCH ELECTRONIC COPY IS SUBJECT TO AN IMPORTANT DISCLAIMER WHICH ALL POTENTIAL OFFERORS MUST ACKNOWLEDGE ONLINE BEFORE THE DOCUMENTS CAN BE DOWNLOADED.

POTENTIAL OFFERORS ARE RESPONSIBLE FOR DETERMINING THE ACCURACY AND COMPLETENESS OF ALL SOLICITATION DOCUMENTS THEY RECEIVE, INCLUDING DOCUMENTS OBTAINED FROM THE COUNTY BY EITHER OF THE METHODS DESCRIBED ABOVE, AND DOCUMENTS OBTAINED FROM ALL OTHER SOURCES.

1. ALL MATERIAL (PROPOSAL AND ATTACHMENTS) SUBMITTED SHALL BE IN 5 COPIES, CONSISTING OF: ONE PROPOSAL, CLEARLY MARKED ON ITS COVER WITH THE WORD “ORIGINAL”, WHICH SHALL INCLUDE THIS PROPOSAL FORM CONTAINING AN ORIGINAL LONGHAND SIGNATURE; AND FOUR ADDITIONAL COPIES, WHICH SHALL INCLUDE A PHOTOCOPY OF THE ORIGINAL SIGNED PROPOSAL FORM. THE ORIGINAL, SIGNED PROPOSAL FORM SHALL BE THE FIRST PAGE OF THE ORIGINAL PROPOSAL.

2. INDICATE THE NAME AND CONTACT INFORMATION OF THE PERSON WHO CAN RESPOND AUTHORIZITIVELY TO ANY QUESTIONS REGARDING THIS PROPOSAL (PROJECT MANAGER).

NAME (PRINTED): Judy Stancil
TITLE: Regional Sales Vice President
E-MAIL ADDRESS: Judy.Stancil@worldbook.com
TEL. NO.: 864-882-2861; 312-316-1763 (cell)

TRADE SECRETS OR PROPRIETARY INFORMATION:
Trade secrets or proprietary information submitted by an offeror in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act. However, Section 4-111 of the Arlington County Purchasing Resolution states that the offeror must invoke the protection of this section prior to or upon submission of the

Alternate contact:
Mike Novis, Local Representative
Phone: 703-987-0057
E-mail: Michael.Novis@worldbook.com

World Book, Inc.
data or other materials, and must identify the data or other materials to be
protected and state the reasons why protection is necessary.

Please mark one:

(✓) No, the proposal I have submitted does not contain any trade
secrets and/or proprietary information.

( ) Yes, the proposal I have submitted does contain trade secrets
and/or proprietary information.

If Yes, you must clearly identify below the exact data or other
materials to be protected and list all applicable page numbers of
the proposal containing such data or materials:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

State the specific reason(s) why protection is necessary:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

If you fail to identify the data or other materials to be protected and state
the reasons why protection is necessary in the space provided above, you will
not have invoked the protection of Section 4-111 of the Purchasing
Resolution. Accordingly, effective upon the award of contract, the proposal
will be open for public inspection consistent with applicable law.

CERTIFICATION OF NON-COLLUSION: The undersigned certifies that this proposal
is not the result of, or affected by, any act of collusion with another
person (as defined in Code of Virginia Section 59.1-68.6 et seq.), engaged in
the same line of business or commerce; or any act of fraud punishable under
the Virginia Governmental Frauds Act (Code of Virginia § 18.2-498.1 et seq.).
PROPOSAL FORM, PAGE 1 OF 6

CONTACT PERSON AND MAILING ADDRESS FOR DELIVERY OF NOTICES
Provide the name and address of the person designated by the offeror to receive notices and other communications (Refer to section headed Notices in the Contract Terms and Conditions of this solicitation for further details):

Judy Stancil
World Book, Inc.
233 N. Michigan Ave., Suite 2000 Chicago, IL 60601

THE PROPER FULL LEGAL NAME OF THE FIRM OR ENTITY SUBMITTING THIS PROPOSAL MUST BE WRITTEN IN THE SPACE PROVIDED BELOW. THIS PROPOSAL FORM, AND ALL OTHER DOCUMENTS REQUIRED BY THE SOLICITATION TO BE SUBMITTED WITH THIS PROPOSAL FORM, INCLUDING, BUT NOT LIMITED TO ALL ISSUED AMENDMENTS, MUST BE FULLY AND ACCURATELY COMPLETED AND SIGNED BELOW BY A PERSON AUTHORIZED TO LEGALLY AND CONTRACTUALLY BIND THE OFFEROR, OR THE PROPOSAL MAY BE REJECTED:

AUTHORIZED SIGNATURE

PRINT NAME AND TITLE: President

<table>
<thead>
<tr>
<th>SUBMITTED BY: (LEGAL NAME OF ENTITY)</th>
<th>World Book, Inc.</th>
</tr>
</thead>
<tbody>
<tr>
<td>CITY/STATE/ZIP: Chicago, IL 60601</td>
<td></td>
</tr>
<tr>
<td>TELEPHONE NO: 800-975-3250</td>
<td>FACSIMILE NO.: 888-922-3766</td>
</tr>
<tr>
<td>TAX ID NUMBER (EIN/SSN): 36-2364281</td>
<td></td>
</tr>
</tbody>
</table>

THIS FIRM IS A: • INSERT NAME OF STATE Delaware
X CORPORATION, ____ GENERAL PARTNERSHIP, ____ LIMITED PARTNERSHIP, ____ UNINCORPORATED ASSOCIATION, ____ LIMITED LIABILITY COMPANY, ____ SOLE PROPRIETORSHIP

IS FIRM AUTHORIZED TO TRANSACT BUSINESS IN THE COMMONWEALTH OF VA? Yes

IDENTIFICATION NO. ISSUED TO THE FIRM BY THE SCC: 10-362364281F-001

ANY OFFEROR EXEMPT FROM SCC AUTHORIZATION REQUIREMENT SHALL INCLUDE A STATEMENT WITH ITS BID WHY THEY ARE NOT REQUIRED TO BE SO AUTHORIZED

IS YOUR FIRM OR ANY OF ITS PRINCIPALS CURRENTLY DEBARRED FROM SUBMITTING BIDS TO ARLINGTON COUNTY, VIRGINIA, OR ANY OTHER STATE OR POLITICAL SUBDIVISION? No

OFFEROR STATUS: MINORITY OWNED: | WOMAN OWNED: | NEITHER: X
# Pricing Form

## I. Discount from List Price

<table>
<thead>
<tr>
<th>Category</th>
<th>Discount %</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Adult Hardcover Trade Books</td>
<td></td>
</tr>
<tr>
<td>B. Adult Quality Paperback Books</td>
<td></td>
</tr>
<tr>
<td>C. Juvenile Hardcover Trade Books</td>
<td></td>
</tr>
<tr>
<td>D. Juvenile Paperback Books</td>
<td></td>
</tr>
<tr>
<td>E. Juvenile Picture Books</td>
<td></td>
</tr>
<tr>
<td>F. Large Print Books</td>
<td></td>
</tr>
<tr>
<td>G. Mass Market Paperback Books</td>
<td></td>
</tr>
<tr>
<td>H. Non-English Language Books</td>
<td></td>
</tr>
<tr>
<td>I. Publisher Library Editions</td>
<td>0</td>
</tr>
<tr>
<td>J. Reference Trade Books</td>
<td></td>
</tr>
<tr>
<td>K. Small and University Press Books</td>
<td></td>
</tr>
<tr>
<td>L. Adult Mass Market DVDs</td>
<td></td>
</tr>
<tr>
<td>M. Juvenile Mass market DVDs</td>
<td></td>
</tr>
<tr>
<td>N. Adult Spoken Word</td>
<td></td>
</tr>
<tr>
<td>O. Juvenile Spoken Word</td>
<td></td>
</tr>
<tr>
<td>P. Adult Music CDs</td>
<td></td>
</tr>
<tr>
<td>Q. Juvenile Music CDs</td>
<td></td>
</tr>
</tbody>
</table>

Catalog prices reflect the variable discount given to schools and libraries. The discount varies from 3-12% off retail and includes shipping and handling. Additional discounts are available for volume purchases of select titles and for online subscribers.

## Contractor's Reference Source(s) for List Prices: School & Library Catalog (copy enclosed)

## I. Shipping and Handling Charges (Select one statement.)

<table>
<thead>
<tr>
<th>Option</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A.</td>
<td>Net prices after discount quoted above include all</td>
</tr>
<tr>
<td></td>
<td>shipping and handling costs</td>
</tr>
<tr>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>B.</td>
<td>Shipping and handling charges will be calculated</td>
</tr>
<tr>
<td></td>
<td>separately and applied to all shipments.</td>
</tr>
</tbody>
</table>

## II. Processing of Library Materials (Per minimum specifications listed on p. 9)

Attach additional itemized processing prices that apply, i.e., price per each additional applied label (above 5), price for each contractor-generated barcode and/or artwork reproduction, etc.
PROPOSAL FORM, PAGE 5 OF 6

A. Hardcover Books = $ ___________  Ea.

B. Paperbacks = $ ___________  Ea.

C. DVDs = $ ___________  Ea.

D. Spoken Word CDs = $ ___________  Ea.

E. Playaways = $ ___________  Ea.

F. Music CDs = $ ___________  Ea.

III. CATALOGING OF LIBRARY MATERIALS

A. Per bibliographic record supplied with Ordered title. = $ 17.00 x$5.00 per order

B. Per full MARC record supplied with Shipped order. = $ ___________  $17.00 per order

C. Per each (One for each copy ordered) MARC 949 item tag added to full MARC Record supplied with shipment. = $ ___________  $17.00 per order

IV. EXTENDED CATALOGING SERVICES

A. Per new bibliographic record added to database = $ ___________  N/A  Ea.

B. Per item holdings record attached to bibliographic record = $ ___________  N/A  Ea.