

Appleton Public Library

To: Appleton Library Board of Trustees

From: Robert Edwards, Business Manager

memo

Date: 3/8/2022

Re: Recommendation for Auctioneer Services Vendor

On 1/21/2022, the library put out an RFP for Auctioneer Services.

Given that there was only one vendor that presented a qualified proposal at the deadline, GovDeals, there was only one vendor's Cost of Services option to consider. Their proposed 0% fee and no risk to the library, fits our unique type of project. Through their proposal and interview process the vendor provided a work plan, listing key events and methods and a timeline of how they would complete the project. These events included, but was not limited to, advertising to be done by the auctioneer or the Library, preparation activities and timeline, collection from winning bidders (including sales tax considerations), and a procedure and requirements for removal of items from the library sale.

It is the recommendation of the staff committee that the GovDeals proposal is a good fit for the library auctioneer project and we grant the contract for the Auctioneer Services to GovDeals, Liquidity Services Operations LLC to their proposal totaling for 0% Fee to the Library with a Buyer's Premium of 15% to be completed before June 1, 2022.

Sincerely,

Robert L. Edwards
Business Manager