



June 21, 2022

**M E M O R A N D U M**

**TO:** Jim Murdaugh, Ph.D.  
President

**FROM:** Barbara Wills, Ph.D.  
Vice President for Administrative Services and Chief Business Officer

**SUBJECT:** Bookstore Services Agreement

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**Item Description**

This item requests approval by the District Board of Trustees for the College to negotiate a five (5) year contract with the option of two (2) additional two-year (2) renewals with Follett Higher Education Group, LLC (Follett) for the College's bookstore services.

**Overview and Background**

The District Board of Trustees of Florida State College of Jacksonville (FSCJ) recently solicited proposals for similar bookstore services desired by TCC. FSCJ's Request for Proposal (RFP) 2022-01 received proposals from Barnes & Noble and Follett, with Follett being awarded the contract for services. After a thorough review of FSCJ's RFP, the College was able to utilize their solicitation for services and negotiate terms and conditions for TCC's agreement for bookstore services.

**Funding/Financial Implications**

There are no costs associated with this item, although the College is projecting an annual commission of over \$500,000 from this agreement.

**Past Actions by the Board**

The Board approved a five (5) year agreement with Follett in June 2017.

**Recommended Action**

Authorize the College to enter into an agreement with Follett for bookstore services.