

4.3 Acquisition of Library materials

The Chelmsford Public Library makes every effort to purchase library materials in all formats at the best prices and under the best terms, as well as in accordance with all local, state and federal laws. For more details on how selections are decided, please refer to our Materials Selection Policy.

The Library is a member of MHEC (Massachusetts Higher Education Consortium); which obtains annual pricing bids from vendors. Membership in the Consortium ensures that the Library receives competitive discounts and complies with the Massachusetts Uniform Procurement Act.

Vendors who are not awarded contracts by the MHEC may still be used in certain cases, such as:

- The vendor is the sole supplier of the selected material
- The vendor offers a better discount and/or better terms for the selected material (such as during a vendor special or sale)
- The selected material is not available from MHEC.

Approved by the Library Trustees, December 2015