City of Arts & Innovation

Board of Library Trustees

TO: **BOARD OF LIBRARY TRUSTEES** **DATE: SEPTEMBER 8, 2025**

FROM: **LIBRARY DEPARTMENT** **WARDS: ALL**

SUBJECT: **RECEIVE AN UPDATE FOR SECOND AMENDMENT TO AGREEMENT WITH OVERDRIVE INC., EXTEND THE CONTRACT TERM TO JUNE 30, 2026, FOR SUBSCRIPTION SERVICES TO ACCESS THE LIBRARY DIGITAL COLLECTION FOR A TOTAL CONTRACT AMOUNT OF $278,075**

ISSUE:

Receive an update for second amendment to agreement with Overdrive Inc., to extend the contract term to June 30, 2026, for subscription services for the public to access the Library digital collection for a total contract amount of $278,075 with automatic annual renewals.

RECOMMENDATIONS:

That the Board of Library Trustees receive an update for an update for second amendment to agreement with Overdrive Inc., to extend the contract term to June 30, 2026, for subscription services for the public to access the Library digital collection for a total contract amount of $278,075 with automatic annual renewals.

BACKGROUND:

On September 9, 2024, the Board of Library Trustees approved and recommended that the City Council approve the agreement with OverDrive Inc., for subscription services for patrons to access the library digital collection in the amount of $176,776.

On October 8, 2024, the City Council approved the agreement with OverDrive Inc., for subscription services for patrons to access the library digital collection in the amount of $176,776.

On May 6, 2025, the City Council approved the amendment to the agreement with OverDrive to increase the contract by $8,500 for a total contract amount of $185,266. The increase allows the Library to be able to provide patrons a free and convenient method in accessing the Library digital collection.

DISCUSSION:

The OverDrive library reading app is compatible with Apple Iphones and Ipads, tablets with Google Play, Amazon Fire Tablets, laptops & desktop computers and much more. Patrons can

download and open the OverDrive App on their device for free and can sign in with their library card. Patrons can begin browsing or searching for immediate reading and listening. There is no subscription cost for patrons.

The Library is seeking to enter into a second amendment to extend the contract term to June 30, 2026, for a total contract amount of $278,075 with automatic annual renewals.

Purchasing Resolution 24101, Section 405 - Riverside Public Library Exception states "The following supplies, materials and services are determined to be peculiar to the needs of the Library Department through City Charter Section 808(d). If it appears to the Manager to be in the best interest of overall economy and efficiency of the City to do so and is within existing budget appropriation, be acquired by Informal Procurement or Negotiated Procurement, regardless of their estimated Procurement expenditure amounts, provided that the City's Board of Library Trustees or City Council shall have approved the proposed acquisition if required under the provisions of the City Charter, either by approval of the procurement contract or approval of annual purchase orders: Books, Journals, Maps, Office Supplies, Publications, Subscription Services, Other Needs as determined by the Manager".

The Purchasing Manager concurs that this purchase is in compliance with Purchasing Resolution No. 24101, Section 405.

FISCAL IMPACT:

The total fiscal impact is $278,075. Upon City Council approval, the total contract amount is $278,075 with sufficient funds available in the following account.

Fund	Expenditure	Account	Amount
General Fund	Library Neighborhood Services	5135000-426800	$278,075
		Total Expenditure	**$278,075**

Prepared by: Angela Henson, Principal Management Analyst
Approved by: Erin Christmas, Library Director

Attachment:

1. Agreement
2. First Amendment to Agreement
3. Second Amendment to Agreement