



City of Arts & Innovation

Board of Library Trustees

TO: BOARD OF LIBRARY TRUSTEES **DATE: AUGUST 11, 2025**

FROM: LIBRARY DEPARTMENT **WARDS: ALL**

SUBJECT: INCREASE PURCHASE ORDER NO. 260457 WITH BTAC UNITED ACQUISITION HOLDING COMPANY DBA BAKER AND TAYLOR LLC, IN THE AMOUNT OF \$86,915 FOR A REVISED PURCHASE ORDER AMOUNT OF \$136,914

ISSUE:

Recommend that the City Council approve the increase in Purchase Order No. 260457 with BTAC United Acquisition Holding Company DBA Baker and Taylor, LLC., in the amount of \$86,915 for a revised purchase order amount of \$136,914.

RECOMMENDATIONS:

That the Board of Library Trustees recommend that the City Council approve the increase of Purchase Order No. 260457 with BTAC United Acquisition Holding Company DBA Baker and Taylor, LLC., of Atlanta, Georgia, in the amount of \$86,915 for the purchase of library books and services for a revised purchase order amount of \$136,914.

BACKGROUND:

The Riverside Public Library is seeking to increase Purchase Order No. 260457 for vendor to furnish, catalog, process, and delivery of printed and/or audiovisual materials to the Riverside Public Library. The purchase is over \$50,000 and requires Board of Library Trustees approval.

DISCUSSION:

Baker and Taylor, LLC is a full-line distributor of books, videos, and music products to library facilities. Baker and Taylor has been in business for over 189 years and ships more than 1 million unique International Standard Book Numbers (ISBNs) annually. They maintain one of the largest combined in-stock book, video, and music inventories in the United States with approximately 1 million titles in inventory and over 3.3 million available for order.

The Riverside Public Library intends to purchase print books and other materials from Baker and Taylor. The purchase also includes processing services, which includes, but is not limited to, adding book jackets and barcodes.

FISCAL IMPACT:

The total fiscal impact is \$86,914. Upon City Council approval, sufficient funds are available in the following accounts.

Fund	Expenditure	Account	Amount
General Fund	Library Special Department	5135000-426800	\$54,915
Grants & Restricted Programs	Library Trust Expenditures	5145001-450200	\$15,000
	Library Gift Expenditures	5145001-450201	\$17,000
Total Expenditures			\$86,915

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