



*City of Arts & Innovation*

# Board of Library Trustees

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

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

**SUBJECT: INCREASE PURCHASE ORDER NO. 260025 WITH BRODART CO., IN THE AMOUNT OF \$79,914 FOR A REVISED PURCHASE ORDER AMOUNT OF \$119,914**

## **ISSUE:**

Recommend that the City Council approve the increase in Purchase Order No. 260025 with Brodart Co., in the amount of \$79,914 for a revised purchase order amount of \$119,914 for the purchase of library materials and services.

## **RECOMMENDATIONS:**

That the Board of Library Trustees recommend that the City Council approve the increase in Purchase Order No. 260025 with Brodart Co., of McElhattan, PA, in the amount of \$79,914 for a revised purchase order amount of \$119,914 for the purchase of library materials and services.

## **BACKGROUND:**

The Riverside Public Library is seeking to increase Purchase Order No. 260025 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:**

The Riverside Public Library intends to purchase print books and other materials from Brodart Co. 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 \$79,914. Upon City Council approval, sufficient funds are available in the following accounts.

<b>Fund</b>	<b>Expenditure</b>	<b>Account</b>	<b>Amount</b>
General Fund	Library Special Department	5135000-426800	\$64,914
Grants & Restricted Programs	Library Trust Expenditures	5145001-450200	\$15,000
<b>Total Expenditures</b>			<b>\$79,914</b>

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