



*City of Arts & Innovation*

# Board of Library Trustees

---

**TO: BOARD OF LIBRARY TRUSTEES** **DATE: May 12, 2025**

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

**SUBJECT: RECEIVE AN UPDATE FOR AMENDMENT TO AGREEMENT WITH OVERDRIVE INC., TO INCREASE THE CONTRACT IN THE AMOUNT OF \$8,500 FOR SUBSCRIPTION SERVICES TO ACCESS THE LIBRARY DIGITAL COLLECTION FOR A TOTAL CONTRACT AMOUNT OF \$185,266**

## **ISSUE:**

Receive an update for amendment to agreement with Overdrive Inc., to increase the contract in the amount of \$8,500 for subscription services for the public to access the Library digital collection for a total contract amount of \$185,266 for a twelve-month term with automatic renewals.

## **RECOMMENDATIONS:**

That the Board of Library Trustees receive an update for amendment to agreement with Overdrive Inc., to increase the contract in the amount of \$8,500 for subscription services for the public to access the Library digital collection for a total contract amount of \$185,266 for a twelve-month term with automatic 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.

The Riverside Public Library is seeking to enter into an amendment to an agreement with OverDrive to increase the contract by \$8,500 for a total contract amount of \$185,266. This increase allows the Library to be able to provide patrons a free and convenient method in accessing the Library digital collection.

On May 6, 2025, City Staff presented a report to the full City Council requesting approval for the amendment to the agreement with OverDrive. The Board will receive an update of the council action due to the timing of the agenda publishing deadlines.

## **DISCUSSION:**

The OverDrive library reading app is compatible with Apple iPhone and I pads, 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.

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.

## **STRATEGIC PLAN ALIGNMENT:**

This item contributes to **Strategic Priority 1 - Arts, Culture & Recreation** and **Goal 1.1 - Strengthen Riverside's portfolio of arts, culture, recreation, senior and lifelong learning programs and amenities through expanded community partnerships, shared use opportunities and fund development.**

The item aligns with each of the five Cross-Cutting Threads as follows:

1. **Community Trust** - This item aligns with Community Trust by minimizing the expenditure of City funds through community partnership and involving the members of the community to encourage or enhance communication.
2. **Equity** - This item aligns with Equity by facilitating equitable distribution of services to every member of the community.
3. **Fiscal Responsibility** - This item aligns with Fiscal Responsibility as the community would benefit as this the funds are from gift and trust accounts thus having minor impact on the general fund.
4. **Innovation** - This item aligns with Innovation by utilizing modern technology to access the library collection.
5. **Sustainability & Resiliency** - This item aligns with Sustainability & Resiliency by utilizing other fund development opportunities.

## **FISCAL IMPACT:**

The total fiscal impact is \$8,500. The City Council previously approved \$176,766. Upon City Council approval, the total contract amount is \$185,266 with sufficient funds available in the following account.

<b>Fund</b>	<b>Expenditure</b>	<b>Account</b>	<b>Amount</b>
General Fund	Library Neighborhood Services	5135000-426800	\$8,500
<b>Total Expenditure</b>			<b>\$8,500</b>

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

Attachment:

1. Agreement
2. Amendment to Agreement