

CITY COUNCIL ACTION REQUEST			
DEPARTMENT(S) Finance	CEQA Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment.	COORDINATION City Attorney's Office, City Manager's Budget Office, and Library Department.	Director Approval /s/ Maria Öberg
COUNCIL DISTRICT(S) Citywide			CMO Approval  8/8/25
SUBJECT: Actions Related to Purchase Orders for E-books, E-audiobooks, and Related Services			
RECOMMENDATION			
Adopt a resolution authorizing the City Manager or her designee to: (a) Negotiate and execute purchase orders with OverDrive, Inc (Cleveland, OH), OCLC Online Computer Library (Ontario, CA), and Baker & Taylor, LLC (Charlotte, NC) for the purchase of e-books, e-audiobooks, and related services with a maximum aggregate compensation not to exceed \$1,567,000 for a one-year term beginning on or about September 1, 2025, through August 31, 2026, each purchase order to be issued for: 1. Overdrive Inc: \$1,500,000 2. Baker & Taylor Inc: \$45,000 3. OCLC Online Computer Company: \$22,000 (b) Negotiate and execute amendments for all purchase orders referenced above as required to address any unanticipated changes including adjustments to compensation and reallocation of funding between the three providers, consistent with procurement policies and the City's standard terms and conditions, subject to the appropriation of funds; and (c) Negotiate and execute one additional one-year option to extend the term through August 31, 2027, subject to the appropriation of funds.			
BASIS FOR RECOMMENDATION			
The Library currently has three purchase orders for e-books, e-audiobooks, and related services, with the following vendors: OverDrive, Inc, OCLC Online Computer Library, and Baker & Taylor, LLC. Each of these purchase orders is in the final option term and set to expire on August 31, 2025. These vendors provide a broad catalog of e-materials, including e-books and e-audiobooks, which are accessible to library patrons in a variety of formats and on multiple devices. Supported platforms include Apple, Android, Microsoft, and materials can be accessed on Apple iPads and iPhones, Amazon Kindles, eInk, Paperwhite devices, Android devices, and personal computers. The vendors also support the digital platform used by patrons to access these resources. Due to an unexpected staffing change within the Library Technical Services Division, there was a delay in providing the solicitation documents to initiate a new competitive bidding process. Extending the current agreements for one additional year with a maximum aggregate compensation not to exceed \$1,567,000 for the agreements of OverDrive, Inc (\$1.5 million), OCLC Online			

Computer Library (\$45,000), and Baker & Taylor (\$22,000), will ensure uninterrupted access to these essential digital resources for Library patrons, while providing sufficient time for staff to complete a new solicitation.

COMMISSION RECOMMENDATION AND INPUT

No commission recommendation or input is associated with this action.

COST AND FUNDING SOURCE

The recommended amendment to this agreement of \$1,567,000 is funded by the Acquisition of Materials in the Construction Tax and Property Conveyance Tax Fund: Library Purpose. The 2025-2026 Adopted Operating Budget was approved on June 10, 2025 and adopted on June 17, 2025 by the City Council.

FOR QUESTIONS CONTACT: For procurement and contract related questions, please contact Albie Udom, Deputy Director of Finance and Chief Procurement Officer, Finance Department, at albie.udom@sanjoseca.gov. For program-related questions, please contact Ann Grabowski, Deputy Director of Public Services, San José Library at ann.grabowski@sjlibrary.org.