



Agenda Action Form Overview

Request to Approve Expenditures for the Purchase of eBooks, eAudiobooks, and Streaming Video from Overdrive

Background/Justification

The Board is requested to approve the purchase of individual eBooks, eAudiobooks, and streaming video from Overdrive in an amount not to exceed \$268,000 for fiscal year 2019. In addition, the Board is requested to provide approval for the County Manager to execute any other related contracts such as amendments, if necessary, for purchases not to exceed \$320,000 in the remaining year of the contract.

On June 26, 2017, The Board approved a sole source exemption for the purchase of digital content management services from Overdrive in the amount of \$10,000 annually for three years. The Board also approved expenditures for goods not to exceed \$223,000 in fiscal year 2018 for the purchase of individual eBooks, eAudiobooks, and streaming video from Overdrive. No additional funding is requested for the purchase of FY19 goods. The Library currently provides OverDrive's services and eBooks and eAudiobooks for patrons to check out and stream or download to their computers, tablets, e-readers, smartphones and other devices. The Library first launched its eAudiobook collection with OverDrive in 2008, and debuted OverDrive eBooks in 2011.

Policy Impact

There is no impact to current policy.

Procurement Background

Type of purchase

- ☒ Goods
- ☒ Services
- ☐ Architect, Engineer or Surveyor Services
- ☐ Construction and Repair

Did this request for purchase go through a bid process? Yes ☐ No ☒

Goods: Bids required if $\geq \$30,000$, BOCC approval if $\geq \$90,000$

Services: Bids required if $\geq \$30,000$, BOCC approval if $> \$40,000$

Construction/Repair work: Bids required if $\geq \$30,000$, BOCC approval if $\geq \$500,000$

If yes, attach a copy of bid tab and the minority and women business enterprise (MWBE) compliance review form provided by the Purchasing Division.

If no, why?

- ☐ Sole source exemption
- ☐ Cooperative purchasing program exemption



- ☐ State and federal contract exemption
- ☐ Contract is an amendment to an existing contract
- ☒ Other (please explain)

If exempted from bidding, has this request been reviewed and approved by the Purchasing Division in the agenda Legistar system? Yes ☒ No ☐

In AAF 17-0267 the Board approved the sole source exemption for a three year contract with Overdrive. The Board approved the purchase of the \$10,000 service that makes the eaudiobooks and ebooks usable, but only approved the purchase of the ebooks and eaudiobooks themselves for FY18. We are requesting approval to purchase the materials through Overdrive for FY19 from our existing budget.

Fiscal Impact

Funds for this contract will come from Library's existing Resources and Technical Services budget for books, audiovisual materials and electronic resources. No new or additional funds are being requested.

Recommendation

The County Manager recommends that the Board approve the purchase of individual eBooks, eAudiobooks, and streaming video from Overdrive in an amount not to exceed \$268,000 for fiscal year 2019. In addition, the Board is requested to provide approval for the County Manager to execute any other related contracts such as amendments, if necessary, for purchases not to exceed \$320,000 annually in the remaining year of the contract.