



County of Monterey

Item No.

Board Report

Board of Supervisors
Chambers

168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: 22-932

October 25, 2022

Introduced: 9/29/2022

Current Status: Agenda Ready

Version: 1

Matter Type: General Agenda Item

- a. Approve and Authorize Library Director or his/her Designee to enter into a Professional Agreement with OverDrive, Inc., for a term of three years, beginning November 25, 2022 to November 24, 2025; in the amount not to exceed \$300,000; to provide license use of software products, technology and website services from OverDrive Digital Library including related management and copyright projection of content on eBook, audio book and multimedia in digital formats.
- b. Authorize the Library Director or his/or her Designee, to execute up to three future Amendments to this agreement; amendments of which that does not significantly change the scope of work and does not cause an increase of more than 10% (\$10,000) of the original annual contract threshold amount (\$100,000).

RECOMMENDATION/SUMMARY:

- a. Approve and Authorize Library Director or his/her Designee to enter into a Professional Agreement with OverDrive, Inc., for a term of three years, beginning November 25, 2022 to November 24, 2025; in the amount not to exceed \$300,000; to provide license use of software products, technology and website services from OverDrive Digital Library including related management and copyright projection of content on eBook, audio book and multimedia in digital formats.
- b. Authorize the Library Director or his/or her Designee, to execute up to three future Amendments to this agreement; amendments of which that does not significantly change the scope of work and does not cause an increase of more than 10% (\$10,000) of the original annual contract threshold amount (\$100,000).

SUMMARY/DISCUSSION:

The recommended action will enable Monterey County Free Libraries to continue receiving license and hosting service from OverDrive, Inc., for downloadable library services such as eBooks and Audiobooks. OverDrive, Inc. has been the vendor for MCFL for the last twelve years and is a leader in the field of providing e-content in an easy-to-use format for library patrons and staff. By entering into a new three-year professional agreement, patrons will have continued access to the collections MCFL have without disruption of services or the need to introduce a new service.

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No other service is available to MCFL with the same standard of service and accessibility amongst vying competitors within the industry.

OTHER AGENCY INVOLVEMENT:

This Professional Agreement, including the Vendor’s Service Agreement has been reviewed by Counsel as to form and legality. Contracts and Purchasing Department was provided the approved Sole Source and will be provided proof of insurance by OverDrive, Inc.

FINANCING:

The recommended Professional Agreement shall not exceed the amount of \$300,000.00, over the three-year period of the contract. This is a not to exceed amount of \$100,000 a year. Funds have been included in the library budget appropriation (6401) under Books, Periodicals and Other Subscriptions. Additional funding is anticipated from state grants that MCFL plan to apply for. There is no additional cost to the County General Fund.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

MCFL’s mission is to continue to provide excellent services to communities, by providing services that enhance and inspire the lives of the communities MCFL serves.

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

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10/13/2022 | 8:56 AM PDT

Approved by: Hillary Theyer, Library Director, (831)883-7567 DocuSigned by:
Hillary Theyer
10/13/2022 | 9

Attachments:

- County Standard Agreement - MCFL with OverDrive, Inc.
- Addendum to County Standard Agreement - MCFL, OverDrive, Inc.
- Exhibit A Scope of Services
- Exhibit B OverDrive License Service Agreement
- OverDrive Quote Proposal