



CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** December 8, 2025

SUBJECT: Authorize purchase of for ebooks and e-audiobooks from OverDrive, Inc. in an amount not to exceed the budgeted amount of \$70,000.

PRESENTER: Cecilia Barham, Director of Library Services

SUMMARY:

This item is to authorize one-time as well as cumulative payments to OverDrive Inc. for purchases that exceed the \$50,000 purchasing threshold for regularly budgeted maintenance-related items.

GENERAL DESCRIPTION:

The North Richland Hills Library uses OverDrive for the purchase and provision of ebooks and e-audiobooks for the library's circulating collection. This purchase is a sole-source purchase. As part of the FY 2026 budget process, City Council approved the funding for the purchase of books for the Library's circulating collection. This funding is provided through two funds: General Funds in the amount of \$49,676 and Donation Fund in the amount of \$20,000.

The Library prepares its materials budget by analyzing prior years' spending and circulation to establish monthly allocations. The Library makes monthly purchases from OverDrive using circulation-driven monthly spending targets in the amount of \$4,700 per month, and additional funds are spent on platform fees, consortium fees, and shared content fees.

This authorization allows for ongoing purchases for Fiscal Year 2026.

RECOMMENDATION:

Authorize purchases from OverDrive, Inc. for ebooks and e-audiobooks in an amount not to exceed the budgeted amount of \$70,000.