

**COUNTY OF SAN DIEGO
BOARD OF SUPERVISORS
TUESDAY, OCTOBER 22, 2024**

MINUTE ORDER NO. 10

**SUBJECT: REQUEST FOR SINGLE-SOURCE CONTRACT FOR DIGITAL MEDIA
COLLECTIONS AND INSTANT DIGITAL LIBRARY CARDS FOR SAN DIEGO
COUNTY LIBRARY (DISTRICTS: ALL)**

OVERVIEW

San Diego County Library's (SDCL) digital collection is the second most-used digital public library in California and the eighth most-used in the country. In Fiscal Year (FY) 2023-24, SDCL's customers downloaded 5.5 million eBooks. The SDCL digital collection extends the power and promise of reading to customers by providing access to resources on their mobile devices anywhere, anytime, in a format where the font size and type are adjustable for accessible reading. SDCL contracts for these services with OverDrive, Inc., a company that provides eBooks, eAudiobooks, and eMagazines with digital rights management and a software platform for circulation to library customers. With OverDrive's Instant Digital Card service, these benefits are amplified because customers do not need to travel to a library branch to obtain a library card. This provides significant value to library customers and contributes to environmental sustainability by reducing vehicle miles traveled and related greenhouse gas emissions. This service also promotes equitable access to our collection as not everyone has access to transportation needed to visit a library branch. Additionally, SDCL has extended our digital collection to 39 schools and school districts across the County using OverDrive's Sora mobile reading application, developed for schools.

Due to the popularity of digital formats among library customers, SDCL's digital media investments have steadily increased. SDCL established an initial contract with OverDrive, Inc. (also known as Libby, the name of their mobile reading application) in 2008, providing customers with access to eBooks, downloadable audiobooks, and streaming video. During FY 2023-24, SDCL's expenditures for digital resources totaled \$4.4 million, a 16.7% increase over FY 2022-23. Current year expenditures are expected to increase for the seventh straight fiscal year to keep up with customer usage and demand. SDCL is requesting a new single-source contract with OverDrive, to begin January 1, 2026, for an estimated amount of \$30-\$40 million over the contract term of one year with four option years, in accordance with Board Policy A-87, 1. D. 1. as competition is precluded because of the existence of copyrights, and no equivalent good or services are available.

Today's action requests Board of Supervisors approval to authorize the Director of Purchasing and Contracting to enter into a new contract with OverDrive, Inc. beginning on January 1, 2026, for a term of five years with an estimated total expenditure of \$30-\$40 million across all years of the contract. The estimated total costs of \$30-\$40 million and necessary revenue over the five-year contract term will be included in future Operational Plans for SDCL based on SDCL revenues including property taxes and library user fees.

RECOMMENDATION(S)

CHIEF ADMINISTRATIVE OFFICER

1. Authorize the Director, Department of Purchasing and Contracting in accordance with County Administrative Code Section 410 et seq., to establish a new single-source contract with OverDrive, Inc., subject to approval of the Director, San Diego County Library, or designee, for an estimated amount of \$30-\$40 million for a term of five (5) years.
2. In accordance with Board Policy A-87, *Competitive Procurement*, approve and authorize the Director of the Department of Purchasing and Contracting to enter into negotiations with OverDrive, Inc. and subject to successful negotiations and a determination of a fair and reasonable price, award a contract for Digital Media Collections and Instant Digital Library Cards for up to one (1) year and four (4) option periods through December 31, 2029 and an additional six (6) months if needed, and to amend the contracts as needed to reflect changes to requirements and funding.

EQUITY IMPACT STATEMENT

San Diego County Library helps people learn, read, and enjoy materials that reflect their communities and supports their knowledge and learning. The contract with OverDrive supports this effort by providing access to materials in all threshold languages. Digital availability of books promotes equity by reducing barriers to access. Residents can find a great book to read 24 hours a day, regardless of their location within San Diego county. More than 10,000 individual customers access Libby every day, downloading an average of 15,500 eBooks daily.

SUSTAINABILITY IMPACT STATEMENT

Access to eBooks supports County Sustainability Goals 2, 3, and 7. Goal 2: Just and equitable access to services, policy decision-making, and resources is accomplished by reducing transportation, materials, and the environmental impact of recycling. Goal 3: Carbon-free emissions economy, rooted in green jobs and resilience is accomplished by allowing equality of access to a collection of library materials any time of day, regardless of library hours and proximity to a physical location. Goal 7: Reduced pollution and consumption of resources is supported by allowing constituents to checkout, read, and return an eBook from any location without having to drive to a library branch. Additionally, eBooks reduce the environmental impact of harvesting trees for the print book industry.

FISCAL IMPACT

There is no current fiscal impact associated with today's recommendation. If approved, the OverDrive contract will commence January 1, 2026. The projected total costs of \$30-\$40 million and necessary revenue over the five-year contract term will be included in future Operational Plans for the San Diego County Library (SDCL) based on SDCL revenues including property taxes and library user fees. There will be no change in net General Fund cost and no additional staff years.

BUSINESS IMPACT STATEMENT

N/A

ACTION:

ON MOTION of Supervisor Montgomery Steppe, seconded by Supervisor Desmond, the Board of Supervisors took action as recommended, on Consent.

AYES: Vargas, Anderson, Lawson-Remer, Montgomery Steppe, Desmond

State of California)
County of San Diego) §

I hereby certify that the foregoing is a full, true and correct copy of the Original entered in the Minutes of the Board of Supervisors.

ANDREW POTTER
Clerk of the Board of Supervisors



Signed
by Andrew Potter