

**MEMORANDUM**

March 16, 2026

TO: Johnny Ford, City Manager  
Christine Tien, Deputy City Manager

FROM: Audree Jones-Taylor, Interim Director of Community Services *AVJT*

**SUBJECT: FY 2025–26 VENDOR POOL PLAN UPDATE**

On October 15, 2025, the City Manager approved the FY 2025–26 Annual Vendor Pool Plan for the Community Services Department. That memo established the anticipated vendor spending levels for the fiscal year and included Attachment B identifying vendors participating in the Library's vendor pool procurement process.

Since approval of that memo, Library staff are requesting to update the anticipated purchase amounts for several vendors included in the vendor pool. These updates are necessary due to the unexpected closure of Baker & Taylor, which had historically been one of the Library's primary suppliers of physical library materials. As a result of Baker & Taylor ceasing operations, the Library has redistributed anticipated purchases among other existing vendors within the approved vendor pool in order to continue acquiring print and digital materials for patrons without disruption. The revised purchase estimates reflect this shift in purchasing activity.

This update does not add any new vendors to the Vendor Pool. All vendors included in the revised purchase plan were previously approved as part of the existing vendor pool process. The update only adjusts the anticipated annual spending limits to reflect the redistribution of purchasing previously allocated to Baker & Taylor.

A revised FY 2025–26 Vendor Pool Purchase Plan reflecting the updated vendor spending amounts is included in Attachment A. The plan reflects an increase from \$1,974,438.25 to \$2,059,193.20. The proposed plan is within the approved \$2,160,002.58 budget.

APPROVAL BY:

*Johnny Ford*  
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JOHNNY FORD  
CITY MANAGER *CT*

*3/18/2026*  
\_\_\_\_\_  
DATE

AVJT:tf

**ATTACHMENT A: FY2025-26 VENDOR POOL REVISED PURCHASE PLAN**

<b>Vendor</b>	<b>Description</b>	<b>Previous Budget</b>	<b>Revised Budget</b>
All Data/Autozone	Repair Service Manuals	\$6,000.00	\$6,000.00
Baker & Taylor	Physical Materials	\$300,000.00	\$54,000.00
Baker & Taylor	Physical Materials-NE LIB	\$150,000.00	\$0
Baker & Taylor	BT Cat	\$2,653.00	\$0
Bookpage	Bookpage.com	\$2,940.00	\$3,060.00
Brodart	Physical Materials	\$250,000.00	\$500,000.00
Califa Group	ABC Mouse	\$18,250.00	\$19,300.00
Califa Group	BookFlix	\$18,092.00	\$18,092.00
Califa Group	Wall Street Journal	\$6,500.00	\$6,500.00
Califa Group	Lote4Kids	\$7,510.00	\$7,510.00
Califa Group	LinkedIn Learning	\$27,500.00	\$27,500.00
Children's Plus Inc (Libraria)	Physical Materials	\$80,000.00	\$95,000.00
Data Axle	City Directories	\$1,685.90	\$1,685.90
EBSCO Industries, Inc.	Databases	\$54,685.05	\$54,703.00
EBSCO Industries, Inc.	Magazine Subscriptions	\$39,900.00	\$39,900.00
EBSCO Industries, Inc.	Learning Express	\$25,506.60	\$25,506.60
Hoopla (Midwest Tape)	Digital Content	\$190,000.00	\$340,000.00
Ingram Library Services	iPage	\$380.00	\$400.00
Ingram Library Services	Physical Materials	\$220,000.00	\$220,000.00
Kanopy	Movies	\$10,000.00	\$10,000.00
Mango (Creative Empire)	Digital Content	\$32,320.00	\$32,320.00
Regional Business Directory	Nor Cal Directories	\$1,388.70	\$1,388.70
Midwest Tape	Physical Materials	\$20,000.00	\$30,000.00
Newsbank Inc.-Digital Microfilm	Digital Content	\$15,018.00	\$15,018.00
Overdrive	Digital Content	\$400,000.00	\$450,000.00
Overdrive	Magazine Subscriptions	\$17,500.00	\$17,500.00
Proquest LLC	Ancestry	\$3,650.00	\$3,650.00
SAMS Online	Digital Content	\$2,384.00	\$2,384.00
Thomson Reuters	Physical materials	\$1,700.00	\$1,700.00
Tutor.com	Tutor-digital	\$49,500.00	\$49,500.00
Universal Class	Digital Content	\$3,375.00	\$3,375.00
Worldbook - hardbound	Physical materials	\$8,000.00	\$15,000.00
Worldbook Online	Electronic media	\$8,000.00	\$8,200.00
<b>Total:</b>		<b>\$1,974,438.25</b>	<b>\$2,059,193.20</b>