



Award Recommendation

To: Contract Management

From: Michelle Cervantes
Director, Library

Date: November 4th, 2025

Re: Publications, Audiovisual Materials, Books, Textbooks, and Ancillary Services provided by Ingram Library Services, Inc. on Texas Smartbuy # 715-M2

This award recommendation is for the City of Round Rock – Library to establish a contract with Ingram Library Services, Inc for Publications, Audiovisual Materials, Books, Textbooks, and Ancillary Services used for Library operations.

This contract was established through a competitively solicited cooperative process.

Awarded Vendor: Ingram Library Services, Inc.
One Ingram Blvd.
La Vergne, TN 37086

Contract Term: Contract will expire October 31, 2030. The City will mirror any contract extensions executed by Texas Smart Buy and Ingram Library Services Inc.

Contract Amount: Not to exceed \$480,000.00

Approvals:

Michelle Cervantes

Michelle Cervantes (Nov 4, 2025 10:24:57 CST)

Signed Name
Printed Name: Michelle Cervantes
Director, Library

11/04/2025

Date:

Purchasing Review

David Carter

David Carter (Nov 4, 2025 09:55:21 CST)

Signed Name
Printed Name: David Carter
Purchasing Manager, Finance

11/04/2025

Date:

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