



**DATE:** July 11, 2018

**FROM:** Valerie Gardner  
*Valerie Gardner*

**TO:** Karl Daughtrey

**RE:** Justification for Emergency PO for ProQuest

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In 2000, authorization to execute a contract between the City and Bell & Howell Information & Learning for the purchase of periodicals, newspapers, etc. in microform (microfilm and microfiche) was approved by Hampton City Council. In 2001, Bell & Howell changed the company's name to Proquest.

Proquest offers the library several products/services (African American Heritage, Ancestry Library and RNP Daily Press). These products are made available to our citizens with our subscription. Only Proquest can provide the content combined with the proprietary platform. Termination with Proquest would stop this service from being made available to Hampton citizens and would certainly be a breakdown in the city's, and certainly the library's, essential services.

We will submit paperwork to city council to have them approve this name change and keep Proquest a sole source on the first available council agenda.