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SINGLE SOURCE AWARD **BID # SS-9808-21**

SUBJECT: Access to OCLC Database for Cataloging, Inter-Library Lending & Services

DEPARTMENT: Library

DESCRIPTION OF PURCHASE: Recommend approval to increase the award with Online Computer Library Center, Inc. (OCLC) by $126,507.13 for continued access to the OCLC database for cataloging, inter-library lending and reference services (Cataloging and Metadata subscription and WorldShare ILL) for the period ending November 30, 2022. Total revised estimated expenditure amount is $126,507.13, for a total expenditure amount not to exceed $276,665.43.

FUNDING SOURCE: 00111.185102.546620.000000.00000000.00000.0000000 – To be executed by formal contract through the Office of General Counsel

SINGLE SOURCE AWARD TO: Online Computer Library Center, Inc.

PRICE JUSTIFICATION: See Attached

TOTAL AWARD: $276,665.43 **Requisition #:** PLPL501812-22

ATTACHMENTS: Recommendation Memo, Vendor Quote and Previous Awards

CERTIFICATION AS TO SINGLE SOURCE: Tim Rogers, Director, Jacksonville Public Library

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

Analyst: Annette Burney

Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN ***DATE***

ACTION OF AWARDING AUTHORITY DATE: _____

APPROVED_____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

JACKSONVILLE
PUBLIC LIBRARY

Jacksonville Public Library
Support Services Department
3435 University Blvd. North
Jacksonville, Florida 32277

September 29, 2021

MEMORANDUM

TO: Greg Pease
Chief of Procurement

FROM: Lynnea Jacobson
Assistant Director, Systems and Technology

CC: Tim Rogers
Library Director

Gretchen Mitchell
Deputy Director for Support Services

Michael Sullivan
Interim Manager of Library Finance

SUBJECT: Justification Letter for OCLC Cataloging and ILL Services
00111.185102.546620.000000.00000000.00000.0000000

The Jacksonville Public Library requests a purchase order in the amount of $126,507.13 for our annual subscription to OCLC Cataloging and Interlibrary Loan Services. The OCLC services requested provide the cataloging and interlibrary loan programs which enable the library to provide bibliographic description and classification for the materials held at the library. The services also allow us to loan material to other libraries.

The OCLC database contains over 336 million records with 2.2 billion cataloged items and is the world's largest bibliographic database covering 72,000 libraries of all types throughout the world. OCLC makes the information about the library and copy holdings of its member libraries available globally through its online database. OCLC is the sole provider of these databases and its services.

In providing debt collection services for the library the vendor must provide the following:

- Access to database of metadata for bibliographic, music, video and rare titles that is compiled from authoritative sources such as public and academic libraries, the Library of Congress and partner vendors.
- Ability to contribute, edit and export metadata records to our local integrated library system using the MARC 21 record format.
- Ability to maintain holdings of items that indicate ownership or inclusion in the Library's collection and its availability for lending to other libraries.

With your approval, the library requests to purchase the OCLC services on the qualifications outlined above. Any other vendor must meet these specified qualifications and requirements in order to be approved to provide this type of service.

OCLC

Via e-mail: LynnJaco@coj.net

2021 September 29

Lynn Jacobson, Assistant Director
Jacksonville Public Library (JPL)
Cataloging and Digitization Services
3435 University Blvd. N.
Jacksonville, Florida 32277-2464

RE: Sole Source Request

Dear Ms. Johnson,

Thank you for your recent inquiry concerning the availability of the following OCLC, Inc. ("OCLC") services: WorldShare Metadata OCLC Cataloging and WorldShare ILL (collectively the "OCLC Services").

OCLC is the only source from which the Jacksonville Public Library may obtain these OCLC Services.

OCLC looks forward to being of continued service to the Jacksonville Public Library.

Please let me know if you need any additional information.

Sincerely,

OCLC, INC.

By: Bruce A Crocco

Bruce A. Crocco, Vice President

Approved by Legal BE

Renewal

OCLC Symbol
JPL
Customer ID
46349

Currency
USD
Renewal Period
12/01/2021 to 11/30/2022

Renewal Order
1000085732
9/01/2021

Jacksonville Public Library
Jill Haile
3435 University Blvd N
Jacksonville FL 32277
United States

Participant Library

Jacksonville Public Library

3435 University Blvd N
Jacksonville FL 32277
United States

Item Code	Item	Amount
3000030	Cataloging and Metadata Subscription	$112,714.24
3000065	WorldShare ILL	$13,792.89
	Total	**$126,507.13**

THIS IS NOT AN INVOICE. An invoice will follow in the usual billing cycle.

We appreciate your subscription to OCLC services and hope you are pleased with the service and the support you have received during the past year. Your subscription(s) will automatically renew on 12/1/2021.

If you wish to continue your subscription as is, with no changes, no action is required by you at this time. If you wish to change or cancel your subscription(s) please contact OCLC Order Services at orders@oclc.org. Your renewal order number is 1000085732. Please note that we require written confirmation for cancellation requests before your invoice is processed. If your institution requires a PO, please provide the new details to OCLC prior to your renewal date.

If you have any questions about this service or need help using it, please contact OCLC support in your region at http://oc.lc/support.

Thank you
OCLC Order Services

* Please note prices are current as of the date of this notice and are subject to change.

This transaction is subject to the relevant OCLC Framework Agreement ("FA") and the Schedules related to each product listed on this notice, found at: http://oc.lc/service-agreements, unless a signed agreement governing the transaction has been entered into by the parties.

OCLC • 6565 Kilgour Pl Dublin OH 43017-3315 United States • +1-800-848-5878 • +1-614-764-6000 www.oclc.org

SINGLE SOURCE AWARD **BID # SS-9808-21**

SUBJECT: Access to OCLC Database for Cataloging, Inter-Library Lending & Services

DEPARTMENT: Library

DESCRIPTION OF PURCHASE: Recommend approval to ratify the period of service from December 1, 2020 to date of award. Recommend approval of single source award to Online Computer Library Center, Inc. (OCLC) for access to the OCLC database for cataloging, inter-library lending and reference services. Period of service is from date of award through November 30, 2022. Total expenditure amount not to exceed $150,158.30 for FY21.

FUNDING SOURCE: 00111.185102.546620.000000.00000000.00000.0000000 – To be encumbered by purchase order

SINGLE SOURCE AWARD TO: Online Computer Library Center, Inc.

PRICE JUSTIFICATION: See Attached

TOTAL AWARD: $150,016.00 **Requisition #:**

ATTACHMENTS: Recommendation Memo, Single Source Form, Vendor Quote and Previous Awards

CERTIFICATION AS TO SINGLE SOURCE: Tim Rogers, Director, Jacksonville Public Library

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

Analyst: Annette Burney

Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

Teresa R. Eiben
CHAIRMAN

1/21/2021
DATE

ACTION OF AWARDING AUTHORITY DATE: 1/22/21

APPROVED ✓ BH DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

FORM GB-113, Revised 12/2007

SINGLE SOURCE AWARD **BID # SS-0305-20**

SUBJECT: ACCESS TO OCLC DATABASE FOR CATALOGING, INTER-LIBRARY LENDING & SERVICES

DEPARTMENT: LIBRARY

DESCRIPTION OF PURCHASE: Recommend approval to ratify the period of service from October 1, 2019 to date contract execution.

Recommend approval of single source award to Online Computer Library Center, Inc. (OCLC) for access to the OCLC database for cataloging, inter-library lending and reference services. Period of service is from date of contract execution through September 30, 2020 in the not to exceed amount of $150,016.00.

FUNDING SOURCE: PLJX011MBBS-04662 – To be executed by formal contract through the Office of General Counsel

SINGLE SOURCE AWARD TO: Online Computer Library Center, Inc.

PRICE JUSTIFICATION: See Attached

TOTAL AWARD: $150,016.00 **Requisition #:**

ATTACHMENTS: Recommendation Memo, Single Source Form, Vendor Quote and Previous Awards

CERTIFICATION AS TO SINGLE SOURCE: Chuck McNeil, Assistant Director, Finance and Administration Services, Jacksonville Public Library

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

Analyst: Annette Burney

Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

Teresa R Eilhan
CHAIRMAN

10-31-19
DATE

ACTION OF AWARDING AUTHORITY DATE: 11/4/19

MR APPROVED ✓ BH DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No: 2019-02

FORM GB-113, Revised 12/2007