10

SINGLE SOURCE AWARD **BID # SS-14747-24**

Subject: Cengage Learning, Inc.

Department: Jacksonville Public Library

Description of Purchase: Recommend approval of award Single Source Award to Cengage Learning, Inc., in the amount of $183,756.15 to purchase database access and large print books for the library system. Period of service is from date of award through September 30, 2024.

Funding Source: 00111.185102.566010.000000.00000000.00000.0000000 - To be executed by purchase order

Single Source Award To: Cengage Learning, Inc.

Price Justification: See attachment

Total Award: $183,756.15 **Requisition #:** N/A

Attachments: Agency Memo, Single Source Request Form, Supplier Letter, Previous Awards

Certification as to Single Source: Tim Rogers, Chief Librarian/Library Director, Jacksonville Public Library

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

Analyst: Corey Sidlo

Dustin Freeman, 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

Start Here. Go Anywhere.

DATE: 9/26/2023

TO: Dustin Freeman, Chief of Procurement

THRU: Tim Rogers, Chief Librarian/Library Director, Jacksonville Public Library

FROM: Stephanie Miller, Senior Manager of the Library Collection

SUBJECT: Justification Letter and Single Source Request for Cengage Learning, Inc.
General funds 00111.185102.566010.000000.00000000.00000.0000000

The Jacksonville Public Library is requesting a single source award for $183,756.15 to renew database access ($87,432.15) and purchase large print books ($96,324) from Cengage Learning, Inc., the proprietor and sole provider of *National Geographic, Chilton Library, Opposing Viewpoints in Context, Miss Humblebee's Academy, Gale Presents: Peterson's Test Prep,* and *Gale in Context: Science* databases, as well as large print material from Thorndike Publishing.

- *National Geographic*- The National Geographic database subscription includes *National Geographic Archive* (1888-1994), *National Geographic Magazine* (1995-Present), *National Geographic Kids* and *National Geographic People*. The archive along with present volumes and including the Kids and People modules gives library users the most comprehensive access to *National Geographic* content.
- *Chilton Library:* The Chilton database provides instructions for automotive repair, maintenance, labor estimations, and bulletins/recalls along with Automotive Service Excellence (ASE) Technician test preparation. It is unique as an online product and is accessible both in the Library and remotely. The Library no longer purchases *Chilton Repair Manuals* in print for the library collection. The online product offers more than just instructions for fixing a car, as it is updated with the latest information related to automotive manufacturing, making the Chilton product the standard for automotive information.
- *Opposing Viewpoints in Context* provides access to information on social issues for writing assignments and debate preparation. It focuses on providing equal coverage to all sides of the issues of the day. It is available both in the library and remotely and is unique as an online product with its wider availability to customers than print volumes.
- *Miss Humblebee's Academy* is an award- winning, online curriculum for children preschool through kindergarten, providing strength in core subject areas: math, science and social studies, language and literacy, art and

music., ensuring that the Library's younger users are exposed to skills needed to prepare for and complete their Kindergarten year.

- *Gale Presents: Petersons Test Prep* provides over 300 practice tests and courses including GED prep, Advanced Placement subject tests, SAT subject tests, and the Florida Standards Assessment; a career module to help obtain licenses for a career as a Practical or Registered Nurse, civil service (firefighter, police officer, postal worker, realtor), teacher certification, and many others; an online resume builder; and information on over 4,000 accredited schools.
- *Gale in Context: Science* supports high school curricula and university coursework, features authoritative information for assignments and projects, and provides detailed coverage of popular subjects. From earth science and life science, to space, technology, mathematics and science history and biography, this curriculum-oriented online experience is designed to boost achievement for students and researchers.

Each of these databases provide vital information to increase Library customer's ability to reach educational, enrichment, and information goals.

Additionally, this funding request will allow for the purchase of large print books for all library locations. Cengage Learning provides plans in which a certain number of new large print book titles in various categories are published by Thorndike Press on a monthly basis. Cengage Learning ensures availability of new titles immediately upon publication, without any delays, guaranteeing a 100% fulfillment rate. The simultaneous availability of large print books alongside traditional print is necessary for library customers whose physical needs require larger print fonts in books and who expect popular titles in this format. No book list quote is available for large print books as titles we may purchase have not been published yet and purchases will be made upon publication. The combination of standing order plans that offer publishing volume, timeliness, and consistency make this a single source purchase.

Cengage Learning, Inc. is the exclusive supplier of these database and large print products to the Jacksonville Public Library. No product offered within or outside the library industry provides these specific multi-subject informational databases or the immediate availability of new, popular titles in large print format.

Approval of this request will provide the Library with the databases and print titles needed to meet customer expectations. Your consideration is appreciated.

Attachments: Single Source Request
Supplier Quote
Supplier Single Source Letters
Justification for Single Source Form
Standard Requisition Form

CC: Gretchen Mitchell, Deputy Director – Support Services
Leslie Jones, Assistant Director – Library Finance

JUSTIFICATION FOR SINGLE SOURCE (JSS)

Pursuant to the City of Jacksonville Procurement Code§ 126.206 & § 126.312, when requesting a purchase from a vendor subject to the referenced sections, please complete this form to justify your request and submit to Procurement with applicable attachments.

1. Requesting Agency:	Library
2. Nature and/or description of the requirement being requested. ***Identify each item, component or service being procured. (Attach quote/proposal):*** ***Why does the city need these particular goods or services?***	The library is requesting the renwal purchase of Cengage Learning/Gale informational databases and Cengage Learning/Thorndike Press large print books. The databases are quoted by subscription. The large print books do not have a quote list because titles will be purchase throughout the fiscal year have not been published yet and purchases will be made upon publication. The library needs to purchase databases for the information they contain and their accessibility via computer for customers use at the library and remotely. The library needs to purchase large print books for customers that visually require larger print fonts in books and expect popular titles in this format. Additionally, the Library This funding request will allow for the purchase of multi-subject informational databases that customers may access via in-library and/or remote use. The price quotation includes itemized databases and their prices along with a single source letter stating that Gale databases are only available for purchase from Cengage Learning. The Gale databases consists of:National Geographic databases (National Geographic Archive – 1888-1994, National Geographic Magazine – 1995 – Present, National Geographic Kids and National Geographic People), providing the most comprehensive access to the National Geographic; Chilton Library which is the standard for automotive information, includes instructions for automotive repair, maintenance, labor estimating and bulletins/recalls, along with the Automotive Service Excellence (ASE) Technician test preparation which is unique as an online product and more accessible than print materials that are no longer purchased for the Library collection; Opposing Viewpoint in Context focuses on equal coverage of social issues for writing assignments and debate preparation and as an online product is more widely available than print options. These databases must be purchased directly through Cengage Learning and are not available through any other content provider. Additionally, this funding request will allow for the purchase of large print books for all library locations. Cengage Learning provides plans in which a certain number of new large print book titles in various categories are published by Thorndike Press on a monthly basis. Cengage Learning ensures availability of new titles immediately upon publication without any delays guaranteeing a 100% fulfillment rate and are a single source provider for the library's standing order plans. The simultaneous availability

	of large print books to regular print is necessary for Library customers who require larger print fonts and expect popular titles in this format. No book list quote is available for large print books as titles we may purchase have not been published yet and purchases will be made upon publication.
3. ***Provide a detailed justification as to why the requested goods/services can only be efficiently and effectively procured through the recommended Single Source vendor:***	These products and services are only available through Cengage Learning, Inc. It is impossible to purchase access to National Geographic, Chilton Library, Opposing Viewpoints in Context, Miss Humblebee's Academy, Gale Presents: Peterson's Test Prep, and Gale in Context: Science databases or the Thondike Press large print titles with release dates in line with traditional print titles through any other vendor.
4. ***Date of Request***	9/26/2023

5. ***Summary of Market Research***
[Provide a description of the market research performed, how it was performed, by whom, and market research results. Please spell out acronyms.]

[Library staff have researched products and Gale databases are only available to purchase from Cengage Learning and Thorndike Press large print books at an 100% fill rate upon publication is not available from other vendors]

6. ***Conflict of Interest (Must Check)***
   √ By checking this box, I affirm that there are no actual, potential, or perceived conflicts of interest with the entity in which I am requesting a single source award. Conflict of Interest shall be interpreted consistent with *Chapter 112, Florida Statutes.*

7. ***Other Documentation (Check and attach all that apply)***
   √ Supplier Quote
   √ Single Source Memo signed by Director
   √ Other [Supplier single source letters]

GALE

September 22, 2023

Jacksonville Public Library
3435 University Blvd.
Jacksonville, FL., 32277-2464

Dear Jill Haile:

This letter confirms that Cengage Learning, Inc., (FEIN 59-2124491, DUNS 86-1016442), is the Sole Source Supplier and/or Publisher of the products (each product as an aggregated whole, inclusive of platform and not individual elements or portions thereof, a "Product") noted below and as represented on the Cengage website at www.cengage.com and in all published catalogs. All Products must be purchased directly by institutions from Cengage Learning, Inc. and/or through its authorized agents and are not available through any other content providers.

TITLE
National Geographic Archive (1888-1994) – Hosting Fee
National Geographic Magazine (1995-Present)
National Geographic Kids
National Geographic People
Chilton Library
Gale In Context: Opposing Viewpoints
Miss Humblebee's Academy
Gale Presents: Peterson's Test Prep
Gale In Context: Science
Gale Annual Ebook Hosting Fee on Gale Ebook Platform

To place an order or for additional information contact the Cengage Learning Customer Service department by phone at (800) 877-4253 or email at customerexperience@cengage.com.

Thank you for your interest in Cengage Learning.

Pamela LeBlanc
Contract Administrator
PHONE: 248-699-8365 | Fax: 800-414-5043
EMAIL: Pamela.LeBlanc@Cengage.com
WEB: gale.com
27555 Executive Drive, Suite 270 | Farmington Hills, MI | 48331

200 Pier 4 Blvd.
Boston, MA 02210
www.cengage.com

9/26/23

Jacksonville Public Library
3435 University Blvd N
Jacksonville, FL 32277

This letter confirms that Gale, a Cengage Company., (FEIN 59-2124491, DUNS 86-1016442), is the Sole Source Supplier and/or Publisher of the products (each product as an aggregated whole, inclusive of platform and not individual elements or portions thereof, a "Product") noted below and as represented on the Gale website at www.gale.com and in all published catalogs. All Products must be purchased directly by institutions from Gale, a Cengage Company and/or through its authorized agents and are not available through any other content providers.

- Thorndike Press Large Print Standing Orders

To place an order or for additional information, please contact your sales representative, Peg Sheehan, at (800) 223-1244 ext. 27537

Thank you for your interest in Gale, a Cengage Company.

Peggy Sheehan

Peggy Sheehan
Thorndike Press, a part of Cengage Learning
10 Water Street Suite 310
Waterville, ME 04901

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This is a true and original copy

CENGAGE Learning

Gale/Cengage Learning
27555 Executive Drive, Suite 350
Farmington Hills, MI 48331
FEO ID # 59-2124491
Canadian G.S.T.#/T.P.S 14074 8831 RT0001
Canadian Q.S.T.#/T.V.Q. 1023272543

Quote	22-Sep-23

Prepared by Mir Loving
Subscripton Renewal Specialist

Bill To: 139452

Jacksonville Public Library
3435 University Blvd. North
Jacksonville, FL
32277

Ship To: 139452

Jacksonville Public Library
3435 University Blvd. North
Jacksonville, Fl
32277

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Description	Start Date of Annual Subscription		Gross	Discount	Net Amount
National Geographic Archive (1888-1994)	11/30/2023	Nat Geo Hosting Fee			191.45
National Geographic Magazine (1995-Present)	12/8/2023	Nat Geo Mag Present			2,478.27
National Geographic Kids	12/8/2023	Nat Geo Kids			2,478.27
National Geographic People	12/8/2023	Nat Geo People			2,315.25
Chilton Library	12/8/2023	Chilton's			9029.48
Opposing Viewpoints in Context	12/31/2023	OVIC			9,253.73
Miss Humblebee's Academy	3/30/2024	MHA			13,853.54
Petersons Test Prep	8/24/2024	PTP			20,264.28
Gale In Context: Science	9/19/2024	ICS			26,367.88
		GVRL Hosting Fee			1,200.00
				TOTAL	87,432.15