SUBJECT: ACQUISITION, CATALOGING AND PROCESSING OF LIBRARY MATERIALS

BID #: ESC-0603-13 **OPEN DATE: 9/18/13**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – THREE (3) YEARS FROM DATE OF AWARD WITH ONE (1) THREE (3) YEAR RENEWAL OPTION

AGENCY: LIBRARY

BASIS OF AWARD: ALL OR NONE TO THE HIGHEST SCORING RESPONSIVE, RESPONSIBLE BIDDER BASE ON THE ESTABLISHED SELECTION CRITERIA

NUMBER OF BIDS INVITED: (18) NUMBER RECEIVED: (6) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to ratify the period of service from December 1, 2019 to date of award. Recommend approval to extend the award with the contractors listed below for ninety (90) days, with the exception of Multicultural Books & Videos. Period of service will be from date of award through February 28, 2020 in the total amount of $1,226,000.00. Total revised estimated annual expenditure amount is $4,785,652.00, for an expenditure amount not to exceed $20,304,381.00.

Midwest Tapes - $380,000.00, not to exceed $3,868,396.00; Baker & Taylor - $496,000.00, not to exceed $13,379,314.00; Overdrive, Inc. - $350,000.00, not to exceed $3,013,171.00

Remains unchanged:
Multicultural Books & Videos - not to exceed $43,500.00

Funding Source: PLJX011MBBS-06601 - To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo, Vendor Letters and Previous Awards

ANALYST: _____
Annette Burney

RESPECTFULLY SUBMITTED _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Tim Rogers, Director, Jacksonville Public Library

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

JACKSONVILLE PUBLIC LIBRARY Start Here. Go Anywhere.

Memorandum

To: Gregory Pease, Chief of Procurement Division

From: Chuck McNeil, Assistant Director Finance & Administrative Services

Date: December 6, 2019

Re: **ESC-0603-13 – JACKSONVILLE PUBLIC LIBRARY MATERIALS EXTENSION**

Bid ESC-0603-13 was awarded to four different vendors in the form of four encumbrance contracts (Attached) that execute the RFP. Jacksonville Public Library respectfully requests a 90-day contract extension with the following vendors and that ESC-0603-13 be modified to be updated with Fiscal year 2019/20 funding.

For Baker and Taylor:

We request for Baker and Taylor that $496,000 be.awarded from FY 2020 funds from PLJX011MBBS-06601.

For Midwest Tape LLC:

We request for Midwest Tape that $380,000 be awarded from FY 2020 funds from PLJX011MBBS-06601.

For Overdrive, Inc.:

We request for Overdrive, Inc. that $350,000 be awarded from FY 2020 funds from PLJX011MBBS-06601.

If you have questions or need additional information regarding this request, please contact Chuck McNeil, Deputy Director for Administration & Finance at 630-1171.

Thank you for your consideration.

BAKER & TAYLOR
the future delivered

December 3, 2019

Ms. Annette Leslie-Burney, Analyst
City of Jacksonville
Procurement Division
214 North Hogan Street, Room 105
Jacksonville, FL 32202

Via e-mail: ABurney@coj.net

RE: Extension of Contract Term
ESC-0603-13, Acquisitions, Cataloging and Processing of Library Materials

Dear Ms. Burney,

Baker & Taylor will be pleased to extend the terms of the above referenced agreement through February 29, 2020. Terms will remain as originally contracted.

Thank you for allowing B&T to serve as a business partner with the City and with the Library. Should you have any questions or if I may be of assistance in any way, please contact me as listed below.

Sincerely,

Lee Ann Queen

Lee Ann Queen
Director - Pricing Services

Baker & Taylor
Pricing Services
2550 West Tyvola Road, Suite 300
Charlotte, NC 28217

Telephone: ***800-775-7930, ext. 3245***
Fax: ***704-998-3260***
E-Mail: **queenl@baker-taylor.com**

1417 Timberwolf Drive
Holland, OH 43528
800-875-2785

December 3, 2019

Jacksonville Public Library
3435 University Boulevard N.
Jacksonville, FL 32277

RE: City of Jacksonville/Midwest Tape Contract ESC-0603-13 for Acquisitions, Cataloging and Processing of Library Materials Extension

Dear Ms. Leslie-Burney,

Midwest Tape agrees to extend our Contract (ESC-0603-13) for Acquisitions, Cataloging and Processing of Library Materials for 90 days (December 1, 2019 to February 28, 2020) under the same terms and conditions that existed in the contract referenced.

Sincerely,

Jeff Jankowski, Vice President
Midwest Tape, LLC

OverDrive

December 4, 2019

Annette Leslie-Burney
City of Jacksonville
Procurement Department
Ed Hall Building
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202

RE: Extension of Contract ESC-0603-13

Dear Ms. Leslie-Burney,

Please allow this letter to confirm OverDrive's acceptance of the City of Jacksonville and Jacksonville Public Library's request to extend the current agreement for an additional 90 days through February 28, 2020 under the existing terms and conditions in contract ESC-0603-13.

If you have any questions, please feel free to contact the undersigned.

Kind regards,

Erica Lazzaro
General Counsel
OverDrive, Inc.
elazzaro@rakuten.overdrive.com

cc: Charlene Adkins (cadkins@coj.net)

SUBJECT: ACQUISITION, CATALOGING AND PROCESSING OF LIBRARY MATERIALS

BID #: ESC-0603-13 **OPEN DATE: 9/18/13**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – THREE (3) YEARS FROM DATE OF AWARD WITH ONE (1) THREE (3) YEAR RENEWAL OPTION

AGENCY: LIBRARY

BASIS OF AWARD: ALL OR NONE TO THE HIGHEST SCORING RESPONSIVE, RESPONSIBLE BIDDER BASE ON THE ESTABLISHED SELECTION CRITERIA

NUMBER OF BIDS INVITED: (18) NUMBER RECEIVED: (6) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award with Midwest Tapes by $200,000.00 for the period ending November 30, 2019. Total revised estimated annual expenditure amount is $3,559,652.00, for an expenditure amount not to exceed $19,078,381.00.

DVD's, Music Materials
Midwest Tapes - $983,000.00, not to exceed $3,488,396.00

Expenditure unchanged for the vendors below:
Primary Vendors:
Print & Spoken Materials
Baker & Taylor – $1,850,707.00, not to exceed $12,883,314.00

E-Books
Overdrive, Inc. - $723,945.00, not to exceed $2,663,171.00

International Language Materials
Multicultural Books & Videos - $2,000.00, not to exceed $43,500.00

Funding Source: PLJX011MBBS-06601 - To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo and Previous Awards

AM **ANALYST:** _____
Annette Burney

RESPECTFULLY SUBMITTED _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Chuck McNeil, Assistant Director, Jacksonville Public Library

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 8/15/19

Charlene Atkins _____ OTHER: _____

Teresa R Eilhar _____

_____

_____

_____

ACTION OF AWARDING AUTHORITY DATE 8/16/19

MR APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2010-02

SUBJECT: ACQUISITION, CATALOGING AND PROCESSING OF LIBRARY MATERIALS

BID #: ESC-0603-13 **OPEN DATE: 9/18/13**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – THREE (3) YEARS FROM DATE OF AWARD WITH ONE (1) THREE (3) YEAR RENEWAL OPTION

AGENCY: LIBRARY

BASIS OF AWARD: ALL OR NONE TO THE HIGHEST SCORING RESPONSIVE, RESPONSIBLE BIDDER BASE ON THE ESTABLISHED SELECTION CRITERIA

NUMBER OF BIDS INVITED: (18) NUMBER RECEIVED: (6) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to amend the award with the contractors listed below to add funding for the third and final year of the renewal period ending November 30, 2019. Total revised estimated annual expenditure amount is $3,359,652.00, for an expenditure amount not to exceed $18,878,381.00.

Primary Vendors:
Print & Spoken Materials
Baker & Taylor – $1,850,707.00, not to exceed $12,883,314.00

DVD's, Music Materials
Midwest Tapes - $783,000.00, not to exceed $3,288,396.00

E-Books
Overdrive, Inc. - $723,945.00, not to exceed $2,663,171.00

International Language Materials
Multicultural Books & Videos - $2,000.00, not to exceed $43,500.00

Funding for this award to be encumbered by the following accounts and to be executed by formal contract amendment(s) through the Office of General Counsel: PLJX011MBBS-06601 ($2,867,348.00), PLJX1F8GTSV-04904-PLJ011-18 ($478,000.00) and PLJX011LEAP-06601 ($14,304.00)

Attachments: Recommendation Memo and Previous Awards

ANALYST: _____ Annette Burney

RESPECTFULLY SUBMITTED _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Tim Rogers, Director, Jacksonville Public Library

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 11/15/18

Charlene M. Adkins _____ OTHER: _____

_____ _____

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_____ _____

ACTION OF AWARDING AUTHORITY DATE 11/15/18

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____
Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

SUBJECT: ACQUISITION, CATALOGING AND PROCESSING OF LIBRARY MATERIALS

BID #: ESC-0603-13 **OPEN DATE: 9/18/13**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – THREE (3) YEARS FROM DATE OF AWARD WITH ONE (1) THREE (3) YEAR RENEWAL OPTION

AGENCY: LIBRARY

BASIS OF AWARD: ALL OR NONE TO THE HIGHEST SCORING RESPONSIVE, RESPONSIBLE BIDDER BASE ON THE ESTABLISHED SELECTION CRITERIA

NUMBER OF BIDS INVITED: (18) NUMBER RECEIVED: (6) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to amend the award with the contractors listed below to add funding for the second year of the 3-year renewal period ending November 30, 2019. Total revised estimated annual expenditure amount is $3,246,250.00, for an expenditure amount not to exceed $15,518,729.00.

Primary Vendors:
Print & Spoken Materials
Baker & Taylor – $2,125,611.00, not to exceed $11,032,607.00
Contract #8585-03

DVD's, Music Materials
Midwest Tapes - $579,555.00, not to exceed $2,505,396.00
Contract #9946

E-Books
Overdrive, Inc. - $537,084.00, not to exceed $1,939,226.00
Contract #9945

International Language Materials
Multicultural Books & Videos - $4,000.00, not to exceed $41,500.00
Contract #9959

Funding for this award to be encumbered by the following accounts and to be executed by formal contract amendment(s) through the Office of General Counsel: PLJX011MBBS-06601 ($3,078,917.28), PLJX1F8GTSV-04904-PLJ011-17($153,028.72) and PLJX011LEAP-06601 ($14,304.00)

Attachments: Recommendation Memo and Previous Awards

ANALYST: _____ Annette Burney

RESPECTFULLY SUBMITTED _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Jennifer Giltrop, Interim Director, Jacksonville Public Library

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 10/26/17

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 10/26/17

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

SUBJECT: ACQUISITION, CATALOGING AND PROCESSING OF LIBRARY MATERIALS

BID #: ESC-0603-13 **OPEN DATE: 9/18/13**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – THREE (3) YEARS FROM DATE OF AWARD WITH ONE (1) THREE (3) YEAR RENEWAL OPTION

AGENCY: LIBRARY

BASIS OF AWARD: ALL OR NONE TO THE HIGHEST SCORING RESPONSIVE, RESPONSIBLE BIDDER BASE ON THE ESTABLISHED SELECTION CRITERIA

NUMBER OF BIDS INVITED: (18) NUMBER RECEIVED: (6) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award with Baker and Taylor (Contract 8585-03) in the amount of $34,498.00. The performance period remains December 1, 2016 through November 30, 2019. Total revised estimated annual expenditure in the amount of $3,118,846.00, for a total not to exceed expenditure amount of $12,272,479.00.

Primary Vendors:
Print & Spoken Materials
Baker & Taylor – Increase by $34,498.00, not to exceed $8,906,996.00
Contract #8585-03

Funding for the vendors below will remain unchanged.
DVD's, Music Materials
Midwest Tapes - 545,401.00, not to exceed $1,925,841.00
Contract #9946

E-Books
Overdrive, Inc. - $415,370.00, not to exceed $1,402,142.00
Contract #9945

International Language Materials
Multicultural Books & Videos - $7,500.00, not to exceed $37,500.00
Contract #9959

Funding for this award to be encumbered by PLJX011MBBS-06601 ($34,498.00) and to be executed by formal contract amendment through the Office of General Counsel.

Attachments: Recommendation Memo; Previous Awards

ANALYST: STEVEN BURAKOWSKI **RESPECTFULLY SUBMITTED** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Barbara Gubbin, Director, Jacksonville Public Library

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 6/29/17

OTHER:

ACTION OF AWARDING AUTHORITY DATE 6/30/17

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
~~Under~~ Authority of:
Executive Order No. 2015-05

SUBJECT: ACQUISITION, CATALOGING AND PROCESSING OF LIBRARY MATERIALS

BID #: ESC-0603-13 OPEN DATE: 9/18/13

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – THREE (3) YEARS FROM DATE OF AWARD WITH ONE (1) THREE (3) YEAR RENEWAL OPTION

AGENCY: LIBRARY

BASIS OF AWARD: ALL OR NONE TO THE HIGHEST SCORING RESPONSIVE, RESPONSIBLE BIDDER BASE ON THE ESTABLISHED SELECTION CRITERIA

NUMBER OF BIDS INVITED: (18) NUMBER RECEIVED: (6) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the one (1) three (3) year renewal option with the contractors below for the period of December 1, 2016 through November 30, 2019. Total revised estimated annual expenditure in the amount of $3,084,348.00, for a total not to exceed expenditure amount of $12,237,981.00.

Primary Vendors:
Print & Spoken Materials
Baker & Taylor – $2,116,077.00, not to exceed $8,872,498.00
Contract #8585-03

DVD's, Music Materials
Midwest Tapes –545,401.00, not to exceed $1,925,841.00
Contract #9946

E-Books
Overdrive, Inc. – $415,370.00, not to exceed $1,402,142.00
Contract #9945

International Language Materials
Multicultural Books & Videos - $7,500.00, not to exceed $37,500.00
Contract #9959

Funding for this award to be encumbered by the following accounts and to be executed by formal contract amendment(s) through the Office of General Counsel: PLJX011MBBS-06601 ($2,312,450.00), PLJX1F8GTSV-04904-PLJ011-16 ($745,681.00), PLJX649TRBT-04904-TRPL01 ($7,000.00) and PLJX019LEAP06601 ($19,217.00)

Attachments: Recommendation Memo, Vendor Letters and Previous Awards

ANALYST: Sharon Bryant-Dallas
ANNETTE BURNEY

RESPECTFULLY SUBMITTED
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Barbara Gubbin, Director, Jacksonville Public Library

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 10/27/16

OTHER:

Sam E. Mousa
Chief Administrative Officer
For. Mayor Lenny Curry
Under Authority of.
Executive Order No. 2015-05

ACTION OF AWARDING AUTHORITY DATE 10/28/16

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION Sam E. Mousa

SUBJECT: ACQUISITION, CATALOGING AND PROCESSING OF LIBRARY MATERIALS

BID #: ESC-0603-13 OPEN DATE: 9/18/13

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – THREE (3) YEARS FROM DATE OF AWARD WITH ONE (1) THREE (3) YEAR RENEWAL OPTION

AGENCY: LIBRARY

BASIS OF AWARD: ALL OR NONE TO THE HIGHEST SCORING RESPONSIVE, RESPONSIBLE BIDDER BASE ON THE ESTABLISHED SELECTION CRITERIA

NUMBER OF BIDS INVITED: (18) NUMBER RECEIVED: (6) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award with Baker & Taylor in the amount of $27,140.00 for the initial period ending November 30, 2016. Total revised estimated annual expenditure in the amount of $2,707,534.00, for a total not to exceed expenditure amount of $9,153,633.00.

Primary Vendors:
Print & Spoken Materials
Baker & Taylor – increase by $27,140.00, not to exceed $6,756,421.00
Contract #8585-03

Funding for the vendors below will remain unchanged:
DVD's, Music Materials
Midwest Tapes – not to exceed $1,380,440.00
Contract #9948

E-Books
Overdrive, Inc. – not to exceed $986,772.00
Contract #9945

International Language Materials
Multicultural Books & Videos - not to exceed $30,000.00
Contract #9959

Funding for this award to be encumbered by the following accounts and to be executed by formal contract amendment(s) #3 through the Office of General Counsel: PLJX1F8GTSV-04904 PLJ011-15

Attachments: Recommendation Memo and Previous Awards

ANALYST: ANNETTE BURNEY

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Barbara Gubbin, Director, Jacksonville Public Library

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 8-4-16

OTHER:

ACTION OF AWARDING AUTHORITY DATE 8/06/16

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of
Executive Order No. 2015-05

SUBJECT: ACQUISITION, CATALOGING AND PROCESSING OF LIBRARY MATERIALS

BID #: ESC-0603-13 OPEN DATE: 9/18/13

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – THREE (3) YEARS FROM DATE OF AWARD WITH ONE (1) THREE (3) YEAR RENEWAL OPTION

AGENCY: LIBRARY

BASIS OF AWARD: ALL OR NONE TO THE HIGHEST SCORING RESPONSIVE, RESPONSIBLE BIDDER BASE ON THE ESTABLISHED SELECTION CRITERIA

NUMBER OF BIDS INVITED: (18) NUMBER RECEIVED: (6) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to decrease the award with Baker & Taylor in the amount of $33,086.00 for the initial period ending November 30, 2016. Total revised estimated annual expenditure in the amount of $2,680,394.00, for a total not to exceed expenditure amount of $9,126,493.00.

Primary Vendors:
Print & Spoken Materials
Baker & Taylor – decrease by $33,086.00, not to exceed $6,729,281.00
Contract #8585-03

Funding for the vendors below will remain unchanged:
DVD's, Music Materials
Midwest Tapes – not to exceed $1,380,440.00
Contract #9946

E-Books
Overdrive, Inc. –not to exceed $986,772.00
Contract #9945

International Language Materials
Multicultural Books & Videos - not to exceed $30,000.00
Contract #9959

Funding for this award to be encumbered by the following accounts and to be executed by formal contract amendment(s) #3 through the Office of General Counsel: PLJX1F8GTSV-04904 PLJ011-15 - (-$40,000.00) PLJX019LEAP-06601 - $6,914.00

Attachments: Recommendation Memo and Previous Awards

BUYER: ANNETTE BURNEY

RESPECTFULLY SUBMITTED GREGORY REASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Barbara Gubbin, Director, Jacksonville Public Library

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 4 MEMBERS DISAPPROVING 0 DATE: 4-14-16

OTHER:

Sam E. Mousa
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of
Executive Order No. 2015-05

ACTION OF AWARDING AUTHORITY DATE 4/16/16

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

SUBJECT: ACQUISITION, CATALOGING AND PROCESSING OF LIBRARY MATERIALS

BID #: ESC-0603-13 OPEN DATE: 9/18/13

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – THREE (3) YEARS FROM DATE OF AWARD WITH ONE (1) THREE (3) YEAR RENEWAL OPTION

AGENCY: LIBRARY

BASIS OF AWARD: ALL OR NONE TO THE HIGHEST SCORING RESPONSIVE, RESPONSIBLE BIDDER BASE ON THE ESTABLISHED SELECTION CRITERIA

NUMBER OF BIDS INVITED: (18) NUMBER RECEIVED: (6) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to amend the award with the vendors listed below for the initial period ending November 30, 2016. Total revised estimated annual expenditure in the amount of ~~$2,713,348.00~~; for a total not to exceed expenditure in the amount of $9,159,579.00.
$2,713,480.00

Primary Vendors:
Print & Spoken Materials
Baker & Taylor – decrease by $30,000.00, not to exceed $5,762,367.00
Contract #8585-03

DVD's, Music Materials
Midwest Tapes – decrease by $20,000.00, not to exceed $1,380,440.00
Contract #9948

E-Books
Overdrive, Inc. – decrease by $80,000.00, not to exceed $986,772.00
Contract #9945

Funding for this vendor will remain unchanged:
International Language Materials
Multicultural Books & Videos - $7,500.00, not to exceed $30,000.00
Contract #9959

Funding for this award to be encumbered by the following accounts and to be executed by formal contract amendment(s) #3 through the Office of General Counsel: PLJX1F8GTSV-04904 PLJ011-15 ($40,000.00), PLJX649TRBT-04904 TRFL01 ($70,000.00)

Attachments: Recommendation Memo and Previous Awards

BUYER: ANNETTE BURNEY

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Barbara Gubbin, Director, Jacksonville Public Library

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING ____ DATE: 03/03/16

OTHER: ____

ACTION OF AWARDING AUTHORITY DATE 3/03/16

MK APPROVED ✓ DISAPPROVED ____

OTHER ____

SIGNATURE OF AUTHENTICATION ____

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

SUBJECT: ACQUISITION, CATALOGING AND PROCESSING OF LIBRARY MATERIALS

BID #: ESC-0503-13 OPEN DATE: 9/18/13

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – THREE (3) YEARS FROM DATE OF AWARD WITH ONE (1) THREE (3) YEAR RENEWAL OPTION

AGENCY: LIBRARY

BASIS OF AWARD: ALL OR NONE TO THE HIGHEST SCORING RESPONSIVE, RESPONSIBLE BIDDER BASE ON THE ESTABLISHED SELECTION CRITERIA

NUMBER OF BIDS INVITED: (18) NUMBER RECEIVED: (5) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to award funding for the third year of a three (3) year initial term with the primary and secondary vendors listed below for the period ending November 30, 2016. Total revised estimated annual expenditure in the amount of $2,623,480.00, for a total not to exceed expenditure in the amount of $9,269,579.00.

Primary Vendors:
Print & Spoken Materials
Baker & Taylor - $2,099,880.00, not to exceed $6,792,357.00
Contract #8585-03

DVD's, Music Materials
Midwest Tapes - $407,720.00, not to exceed $1,400,440.00
Contract #9948

International Language Materials
Multicultural Books & Videos - $7,500.00, not to exceed $30,000.00
Contract #9959

E-Books
Overdrive, Inc. - $308,400.00, not to exceed $1,046,772.00
Contract #9945

Funding for this award to be encumbered by the following accounts and to be executed by formal contract amendment(s) #2 through the Office of General Counsel: PLJX011M8BS-06601 ($2,005,300.00), PLJX1F8GTSV-04904 PLJ011-15 ($748,180.00), PLJX649TRBT-04904 TRPL01 ($70,000.00)

Attachments: Recommendation Memo and Previous Awards

BUYER: ANNETTE BURNEY

RESPECTFULLY SUBMITTED GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Barbara Gubbin, Director, Jacksonville Public Library

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING ____ DATE: 11-12-15

OTHER: ____

ACTION OF AWARDING AUTHORITY DATE 11/23/15

APPROVED ✓ DISAPPROVED ____

OTHER ____

SIGNATURE OF AUTHENTICATION ____

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

SUBJECT: ACQUISITION, CATALOGING AND PROCESSING OF LIBRARY MATERIALS

BID #: ESC-0603-13 OPEN DATE: 9/18/13

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – THREE (3) YEARS FROM DATE OF AWARD WITH ONE (1) THREE (3) YEAR RENEWAL OPTION

AGENCY: LIBRARY

BASIS OF AWARD: ALL OR NONE TO THE HIGHEST SCORING RESPONSIVE, RESPONSIBLE BIDDER BASE ON THE ESTABLISHED SELECTION CRITERIA

NUMBER OF BIDS INVITED: (18) NUMBER RECEIVED: (6) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to award funding for the second year of a three (3) year term with the primary and secondary vendors listed below for the period ending November 30, 2016. Total revised estimated annual expenditure in the amount of $2,881,099.00 for a total not to exceed expenditure in the amount of $5,525,719.00.

Primary Vendors:
Print & Spoken Materials
Baker & Taylor - $2,192,507.00, not to exceed $3,958,406.00
(Secondary for International Language Materials)

DVD's, Music Materials
Midwest Tapes - $392,720.00, not to exceed $930,440.00
(Secondary for Spoken Materials)

International Language Materials
Multicultural Books & Videos - $7,500.00, not to exceed $15,000.00

E-Books
Overdrive, Inc. - $288,372.00, not to exceed $621,873.00
(Secondary for E-Audio & E-Music)

Funding for this award to be encumbered by the following accounts and to be executed by formal contract amendment through the Office of General Counsel: PLJX011MBBS-06601 ($2,041,099.00), PLJX1F8GTSV-04904 PLJ011-14 ($700,000.00), PLJX649TRBT-04904 TRPL01 ($140,000.00)

Attachments: Recommendation Memo and Previous Awards

BUYER: ANNETTE BURNEY

RESPECTFULLY SUBMITTED GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Barbara Gubbin, Director, Jacksonville Public Library

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING ____ DATE: 10/30/14

OTHER: ____

ACTION OF AWARDING AUTHORITY DATE ____

Chief Administrative Officer
For Mayor Alvin Brown
Under Authority of
Executive Order No. 2013-04

APPROVED ____ DISAPPROVED ____

OTHER ____

SIGNATURE OF AUTHENTICATION ____

SUBJECT: ACQUISITIONS, CATALOGING AND PROCESSING OF LIBRARY MATERIALS – (CSPEC)

BID #: ESC-0603-13 **OPEN DATE: 09/18/2013**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT - THREE (3) YEARS FROM DATE OF AWARD WITH ONE (1) THREE (3) YEAR RENEWAL OPTION

AGENCY: LIBRARY

BASIS OF AWARD: ALL OR NONE TO THE HIGHEST SCORING, RESPONSIVE, RESPONSIBLE BIDDER BASED ON THE ESTABLISHED SELECTION CRITERIA

NUMBER OF BIDS INVITED: (18) NUMBER RECEIVED: (6) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
RECOMMEND APPROVAL TO REJECT THE AWARD TO RECORDED BOOKS FOR FAILURE TO COMPLY WITH THE REQUIREMENTS IN ACCORDANCE TO THE BID SPECIFICATIONS.

RECOMMEND APPROVAL OF AWARD TO THE HIGHEST RANKED VENDORS, PRIMARY AND SECONDARY PER CATEGORY AS LISTED BELOW FOR ACQUISITION, CATALOGING AND PROCESSING OF LIBRARY MATERIALS. PERIOD OF SERVICE IS FOR THREE (3) YEARS FROM DATE OF AWARD THROUGH NOVEMBER 30, 2016. TOTAL ESTIMATED ANNUAL EXPENDITURE FOR THE 2013-2014 FISCAL YEAR PERIOD IN THE AMOUNT OF $2,644,620.00, FOR A NOT TO EXCEED EXPENDITURE AMOUNT OF $3,565,000.00.

PRIMARY VENDORS:
PRINT & SPOKEN MATERIALS – BAKER & TAYLOR, $1,765,899.00, NOT TO EXCEED $2,500,000.00
INTERNATIONAL LANGUAGE MATERIALS – MULTICULTURAL BOOKS & VIDEOS, $7,500.00, NOT TO EXCEED $15,000.00
DVD'S, MUSIC MATERIALS, E-AUDIO, E-VIDEO & E-MUSIC – MIDWEST TAPES, $537,720.00, NOT TO EXCEED $600,000.00
E-BOOKS - OVERDRIVE, INC., $333,501.00, NOT TO EXCEED $450,000.00

SECONDARY VENDORS:
INTERNATIONAL LANGUAGE MATERIALS, DVD, MUSIC, E-BOOKS – BAKER & TAYLOR
SPOKEN MATERIALS – MIDWEST TAPES
E-AUDIO & E-MUSIC – OVERDRIVE, INC.

TERTIARY:
E-AUDIO - BAKER & TAYLOR
FUNDING SOURCES:
PLJX011MBBS-06601 - $1,707,479.00
PLJX1F8GTSV-04904 - $587,141.00
PLJX649TRBT-04904 - $350,000.00

ATTACHMENTS: RECOMMENDATION LETTER, SCORING SHEET, SCOPE, TABULATION

BUYER: ANNETTE BURNEY **RESPECTFULLY SUBMITTED** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: BARBARA GUBBIN, DIRECTOR, JACKSONVILLE PUBLIC LIBRARY

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5, MEMBERS DISAPPROVING ____ DATE: 11/21/13
OTHER: ____

ACTION OF AWARDING AUTHORITY DATE 11/21/13

APPROVED ✓ DISAPPROVED ____

OTHER ____

SIGNATURE OF AUTHENTICATION Karen Bowling

Karen Bowling
Chief Administrative Officer
For: Mayor Alvin Brown
Under Authority of:
Executive Order No. 2013-04