SINGLE SOURCE AWARD **BID # SS-13532-23**

Subject: Cengage Learning, Inc.

Department: Jacksonville Public Library

Description of Purchase: Recommend approval to award Single Source Award to Cengage Learning, Inc., in the amount of $120,395.57 to purchase database access and large print books for the library system. Period of service is from date of award through September 30, 2023.

Funding Source: 000111.185102.566010.000000.00000000.00000.0000000 - To be executed by purchase order

Single Source Award To: Cengage Learning, Inc.

Price Justification: See attachment

Total Award: $120,395.57 **Requisition #:** N/A

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

Certification as to Single Source: Leslie Jones, Assistant Director, Administration and Finance, 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

Jacksonville Public Library
Support Services Department
3435 University Blvd N
Jacksonville, FL 32277

MEMORANDUM

TO: Dustin Freeman
Manager of Purchasing Services

FROM: Tim Rogers
Library Director

DATE: October 21, 2022

CC: Stephanie Miller
Senior Manager Library Collections

Gretchen Mitchell
Deputy Director for Support Services

Leslie Jones
Assistant Director Finance & Administrative Services

Re: Justification Letter for **Cengage Learning, Inc.**

General funds 00111.185102.566010.000000.00000000.00000.0000000

The Jacksonville Public Library requests a purchase order for Cengage Learning, Inc. in the amount of $120,395.57 to purchase database access and large print books for the library system.

Databases, $25,719 57.

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 for

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.

Chilton Library- The Chilton database instructions for automotive repair, maintenance, labor estimating or bulletins/ recalls along with Automotive Service Excellence (ASE) Technician test preparation is unique as an online product that is more accessible than the print books that are no longer purchased 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 The library chooses the Chilton product as it is the standard for automotive information.

Opposing Viewpoints in Context- Opposing Viewpoints with its focus on equal coverage of social issues for writing assignments and debate preparation is unique as an online product with its wider availability to customers than print volumes.

Gale databases: *National Geographic*, *Chilton Library* and *Opposing Viewpoints in Context* as described in their entirety above are solely available from Cengage Learning in the online format required for libraries.

Large Print books, $94,676.00:

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 to regular print is necessity for library customers that visually require larger print fonts in books and expect popular titles in this format.

The combination of standing order plans that offer publishing volume, timeliness and consistency make this a single source purchase.

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.

Thank you for your consideration.

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 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.
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:	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.
4. Date of Request	12/9/2022

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. Other Documentation (Check and attach all that apply)

√ Supplier Quote

√ Single Source Memo signed by Director

√ Other [Supplier sole source letters]

GALE

27555 Executive Dr., Ste 350
Farmington Hills, MI 48331

October 11, 2022

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

Dear Jill:

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)
National Geographic Magazine (1995-Present)
National Geographic Kids
National Geographic People
Chilton Library
Opposing Viewpoints in Context

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

Thank you for your interest in Cengage Learning.

Natalie Hamlin
Natalie Hamlin
Sales Enablement Specialist

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

10/04/22

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

SINGLE SOURCE AWARD **BID # SS-9788-21**

Subject: Reference Books, Large Print Books and Database Subscriptions for the Library System

Department: Library

Description of Purchase: Recommend approval to retroact the period of service from November 30, 2020 to date of award. Recommend approval of single source award to Gale Cengage Learning, Inc. for the purchase of reference books, large print books and database subscriptions for the library system. Period of service is for one (1) year from date of award. Total estimated expenditure in the amount of $111,904.90.

Funding Source: 00111.185102.566010.000000.00000000.00000.0000000 - To be encumbered by purchase order

Single Source Award To: Gale Cengage Learning, Inc.

Price Justification: See Attached

Requisition #: N/A

Total Award: $111,904.90

Attachments: Single Source Form, Vendor Letter/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. Eiberger
CHAIRMAN

1/21/2021
DATE

Harry M Wilson IV

ACTION OF AWARDING AUTHORITY DATE: 1/22/21

MR

APPROVED ✓ BH DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

FORM GB-113, Revised 12/2007

SINGLE SOURCE AWARD **BID # SS-0342-20**

Subject: Reference Books, Large Print Books and Database Subscriptions for the Library System

Department: Library

Description of Purchase:
Recommend approval to increase the single source award with Gale Cengage Learning, Inc. by $114,435.50 for the purchase of database subscriptions for FY20. Total revised estimated expenditure amount not to exceed $215,791.50.

Funding Source: PLJX011MBBS-06601 - To be encumbered by purchase order

Single Source Award To: Gale Cengage Learning, Inc.

Price Justification: See Attached

Requisition #: N/A

Total Award: $215,791.50

Attachments: Single Source Form, Vendor Letter and Previous Awards

Certification as to Single Source: Charlene Adkins, Collection Development Manager, 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. Eiberger
CHAIRMAN

1/23/20
DATE

ACTION OF AWARDING AUTHORITY

DATE: 1/23/20

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

SINGLE SOURCE AWARD **BID # SS-0342-20**

Subject: Reference Books, Large Print Books and Database Subscriptions for the Library System

Department: Library

Description of Purchase: Recommend approval to ratify the period of service from Oct. 1, 2019 to date of award.

Recommend approval of single source award to Gale Cengage Learning, Inc. for the purchase of reference books, large print books and database subscriptions for the library system. Period of service is from date of award through September 30, 2020. Total estimated expenditure in the amount of $101,356.00.

Funding Source: PLJX011MBBS-06601 - To be encumbered by purchase order

Single Source Award To: Gale Cengage Learning, Inc.

Price Justification: See Attached

Requisition #: N/A

Total Award: $101,356.00

Attachments: Single Source Form, Vendor Letter 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. Eubanks
CHAIRMAN

12-5-19
DATE

ACTION OF AWARDING AUTHORITY DATE: 12/5/19

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

SINGLE SOURCE AWARD

BID # SS-0291-19

Subject: Reference Books, Large Print Books and Database Subscriptions for the Library System

Department: Library

Description of Purchase: Recommend approval to ratify the period of service from Oct. 1, 2018 to date of award.

Recommend approval of single source award to Gale Cengage Learning, Inc. for the purchase of reference books, large print books and database subscriptions for the library system. Period of service is from date of award through September 30, 2019. Total estimated expenditure in the amount of $299,054.03.

Funding Source: PLJX011MBBS-06601 - To be encumbered by purchase order

Single Source Award To: Gale Cengage Learning, Inc.

Price Justification: See Attached

Total Award: $299,054.03

Requisition #: N/A

Attachments: Single Source Form, Vendor Letter/Quote and Agreement and Previous Awards

Certification as to Single Source: Jennifer Giltrop, Interim 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 11/15/18

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

FORM GB-113, Revised 12/2007

SINGLE SOURCE AWARD

BID # SS-0319-18

Subject: Reference Books, Large Print Books and Database Subscriptions for the Library System

Department: Library

Description of Purchase: Recommend approval to ratify the period of service from Oct. 1, 2017 to date of award.

Recommend approval of single source award to Gale Cengage Learning, Inc. for the purchase of reference books, large print books and database subscriptions for the library system. Period of service is from date of award through September 30, 2018. Total estimated expenditure in the amount of $327,971.28.

Funding Source: PLJX1F8GTSV-04904 - To be encumbered by purchase order

Single Source Award To: Gale Cengage Learning, Inc.

Price Justification: See Attached

Total Award: $327,971.28

Requisition #: N/A

Attachments: Single Source Form, Vendor Letter/Quote and Agreement and Previous Awards

Certification as to Single Source: Jennifer Giltrop, Interim 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 11/02/17

ACTION OF AWARDING AUTHORITY

DATE: 11/02/17

APPROVED

DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

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

FORM GS-113, Revised 12/2007

SOLE SOURCE AWARD

BID # SS-0308-17

Subject: Reference Books, Large Print Books and Database Subscriptions for the Library System

Department: Library

Description of Purchase: Recommend approval to ratify the period of service from Oct. 1, 2016 to date of award.

Recommend approval of sole source award to Gale Cengage Learning, Inc. for the purchase of reference books, large print books and database subscriptions for the library system. Period of service is from date of award through September 30, 2017. Total estimated expenditure in the amount of $347,790.04.

Funding Source: PLJX011MBBS- 06601- To be encumbered by purchase order

Sole Source Award To: Gale Cengage Learning, Inc.

Price Justification: See Attached

Total Award: $347,790.04 **Requisition #:** 200069

Attachments: Sole Source Form, Vendor Letter & Quote, Previous Awards

Certification as to Sole Source: Barbara Gubbin, Director, Jacksonville Public Library

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.205.

Analyst: Annette L. Burney

Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN

DATE 10/27/16

ACTION OF AWARDING AUTHORITY

DATE: 10/27/16

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For. Mayor Lenny Curry
Under Authority of
Executive Order No. 2015-01

FORM GB-114, Revised 12/2007

INVOICE
This is a true and original copy

CENGAGE Learning

Gale/Cengage Learning
27500 Drake Rd. Farmington Hills MI

FED ID # 59-2124491
Canadian G.S.T.#/T.P.S.: 14074 8831 RT0001
Canadian Q.S.T.#/T.V.Q.: 1023272543

Quote	6-Oct-22

Prepared by Mir Loving
Subscripton Renewal Specialist

Bill To:

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

Ship To:

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

				Page
				1

Description	Start Date of annual Subscription		Gross	Discount	Net Amount
National Geographic Archive (1888-1994)	11/30/2022	Nat Geo Hosting Fee			182.33
National Geographic Magazine (1995-Present)	12/8/2022	Nat Geo Mag Present			2,360.26
National Geographic Kids	12/8/2022	Nat Geo Kids			2,360.26
National Geographic People	12/8/2022	Nat Geo People			2,205.00
Chilton Library	12/8/2022	Chilton's			8,600
Opposing Viewpoints in Context	12/31/2022	OVIC			8,812.12
		GVRL Hosting Fee			1,200.00
				TOTAL	25,719.57