**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 increase the award with Gale Cengage Learning, Inc. by $59,443.97 for the purchase of database subscriptions for the library system. Total revised estimated expenditure in the amount of $171,348.87.

**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:** $171,348.87

**Attachments:** 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"**

***CHAIRMAN*** ***DATE***

ACTION OF AWARDING AUTHORITY DATE: _____

APPROVED_____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

**FORM GB-113, Revised 12/2007**

9788

JACKSONVILLE PUBLIC LIBRARY

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

# Memorandum

**To:** Gregory Pease, Chief of Procurement Division

**From:** Jill Haile, Collection Development Librarian Jill Haile

**Date:** April 14, 2021

**Re:** Justification Letter for **Cengage Learning PO 618210-21 Increase**

**General funds 00111.185102.566010.000000.00000000.00000.0000000**

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The Jacksonville Public Library requests a Change order increase to PO 618210-21 for Cengage Learning in the amount of $59,443.97 to purchase quoted database subscriptions for the library system bringing the total FY21 Cengage Learning expenditure to $171,348.87.

The library's increase 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.

Modification of PO 618210-21 will allow the library to add database subscriptions to an existing purchase order for Cengage Learning.

Thank you for your consideration.

CENGAGE

QUOTE

Billing Inquiries Fax or Mail to:
Customer Service Department
27500 Drake Rd. Farmington Hills ,MI 48331
Fax: 877-363-4253 Tel: 800-877-4253
FED ID # 59-2124491
Canadian G.S.T.#/T.P.S.: 14074 8831 RT0001
Canadian Q.S.T.#/T.V.Q.: 1023272543

| QUOTE | 040920218 |
|---|---|

REMIT TO:
GALE / CENGAGE
P.O. Box 936754
Atlanta, GA 31193-6754

Ship to: 139452
JACKSONVILLE PUBLIC LIBRARY
3435 UNIVERSITY BLVD N
JACKSONVILLE, FL 32277-2464

*Bill To: 139452*
JACKSONVILLE PUBLIC LIBRARY
3435 UNIVERSITY BLVD N
JACKSONVILLE, FL 32277-2464

| PURCHASE ORDER NUMBER | PAYMENT DUE | TERMS | SUBSCRIPTION DATES | PAGE |
|---|---|---|---|---|
| | | | | 1 |

| Description | Start Date of Annual Subscription | | | | | NET AMOUNT |
|---|---|---|---|---|---|---|
| Miss Humblebee's Academy | | 3/30/2021 | MHA | | | 12,000.00 |
| Gale Presents Petersons Test Prep | | 8/24/2021 | TERC | | | 23,404.00 |
| Science in Context | | 9/19/2021 | Science In Context | | | 22,839.97 |
| Hosting Fee | | | GVRL Hosting Fee | | | 1,200.00 |

TO REMIT PAYMENT VIA WIRE OR ACH, PLEASE USE THE FOLLOWING INFORMATION:
GALE C/O HARRIS TRUST & SAVINGS BANK
ABA/ROUTING 071 000 288
DDA/ACCT 2658870

FAX REMITTANCE INFORMATION TO: 859-525-6506

| | |
|---|---|
| SUBTOTAL | 59,443.97 |
| SALE TX/GST/VAT | |
| SHIP & HANDLING | 0.00 |
| LESS PAYMENTS & CREDITS | 0.00 |
| PAY THIS AMOUNT | $59,443.97 |

**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

Wilfred Ross

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

**Total Award:** $215,791.50

**Requisition #:** N/A

**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***

Michael Reed

Ken R. McCall

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 Peise, 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"**

Teresa R Eubanks
CHAIRMAN

11/02/17
DATE

ACTION OF AWARDING AUTHORITY

DATE: 11/02/17

MA 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

**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

MR **APPROVED** ✓

**DISAPPROVED** _____

**OTHER** _____

**SIGNATURE OF AUTHENTICATION**

Sam E. Mousa
Chief Administrative Officer
For, Mayor Lenny Curry
Under Authority of
Executive Order No. 2015 [illegible]

JOBM GB-114, Revised 12/2007