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

Requisition #: N/A

Total Award: $327,971.28

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***

ACTION OF AWARDING AUTHORITY DATE: _____

APPROVED_____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

SS- 0017-18

SINGLE SOURCE REQUEST

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.

REQUESTING AGENCY (DEPT./DIVISION): Jacksonville Public Library

FUNDING SOURCE: PLJX1F8GTSV 04904

BRIEF DESCRIPTION OF GOODS/SERVICES:
Cengage Learning – Large print books, databases and e-books

AMOUNT OF PROJECT (attach quote): $327,971.28

PROVIDE A SUMMARY OF THE SCOPE OF GOODS/SERVICES TO BE PROVIDED; IDENTIFY EACH ITEM, COMPONENT OR SERVICE BEING PROCURED(ATTACH QUOTE/PROPOSAL):
Quotes attached. 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.

PROVIDE A DETAILED JUSTIFICATION AS TO WHY THE REQUESTED GOODS/SERVICES CAN ONLY BE EFFICIENTLY AND EFFECTIVELY PROCURED THROUGH THE RECOMMENDED SINGLE SOURCE PROVIDER:
Cengage Learning is the sole source providers of the large print titles, standing order reference titles and online databases they provide.

ASSERT THAT YOU HAVE RESEARCHED THE AVAILABILITY OF THE REQUESTED GOODS/SERVICES FROM OTHER SOURCES IN APPLICABLE MARKETS AND HAVE DISCUSSED AND EVALUATED THE SAME WITH COJ'S PROCUREMENT AND EBO DIVISIONS:
Library staff has researched other alternative products but no other vendor can provide all of the above mentioned items that Cengage Learning does.

Submitted by: Charlene Adkins (Name) — Collection Development Manager (Title)

Date: 10/17/17

Requesting Agency's Director's Signature:

Procurement Division____

March, 2017

JACKSONVILLE
PUBLIC LIBRARY

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

October 17, 2017

MEMORANDUM

TO: Gregory Pease
Chief, Procurement Division

FROM: Charlene Adkins
Library Supervisor, Collection Development and Acquisitions

SUBJ: Justification Letter for the **Gale Cengage Learning**
State Aid funds- PLJX1F8GTSV 04904

The Jacksonville Public Library requests a purchase order for Cengage Learning in the amount of $327,971.28 to purchase large print books, reference e-books and database subscriptions for the library system.

The amount requested above will provide funding for the items outlined below--

Large Print books- $101,356.00
The Library requests to purchase 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, Walker Publishing, Wheeler Publishing and Kennebec Large Print on a monthly basis. Book plans from Cengage Learning ensure the Library receives new titles immediately upon publication without any delays at a 25% discount. This guarantees a 100% fulfillment rate on our standing order plans. Cengage Learning is a sole source provider for standing order plans. **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.**

Databases and Gale Virtual Reference Library E-books $206,658.42
The Gale Cengage Learning provides the Library the following databases on a variety of topics. They include Gale Biography in Context, Literature Resource Center, Scribner's Writing Center, Twayne's Author Series, Gale's Business Insights: Essential, Gale Opposing Viewpoints in Context, Gale U.S. History in Context, Gale World History in Context, Legal Forms, Testing and Education Resource Center with Career Module and Science in Context, Miss Humblebee Academy, Chilton Library and National Geographic Digital Archive, subscription and Kids module.

Gale Reference Library E-books- $19,956.86
E-Book reference standing orders are recurring orders for new editions of adult reference titles published by Gale Cengage Learning on a regular schedule. These E-books are available immediately upon publication and are subsequent editions of books in the library's collection.

With your approval, the Library requests to purchase Cengage Learning products based on the qualifications outlined above. Any other vendor must meet these specific qualifications and requirements in order to be approved to provide this type of material.

Re: Sole Publisher/Sole Source Verification

10/11/17

This is in response to any questions or concerns regarding the purchase and/or subscription of The Gale Group, Inc. (Gale, a part of Cengage Learning) titles and databases.

Gale is the sole publisher of Gale print publications, which includes (but are not limited to) Macmillan Reference USA, Twayne Publishers, Charles Scribner's Sons, Greenhaven Press, Lucent Books, KidHaven Press, Blackbirch Press, U·X·L, and **Thorndike Press** (unabridged Large Print editions only) imprint lines.

In addition to our print products, Gale is the sole source for the Gale Virtual Reference Library (eBook) platform and the sole source vendor and supplier for the electronic database products we make available for purchase including Declassified Documents Reference System.

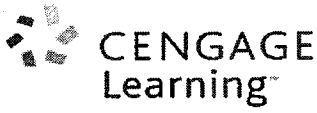
If you need to reprint any information from any of our publications, a request must be made in writing to our Permissions Department. We hold all rights to all Gale publications and its imprints.

Thank you for your interest in Thorndike Press. Please contact me if I can be of any further assistance.

Regards,

Sabine McAlpine

Sabine McAlpine
Strategic Account Manager
Thorndike Press, a part of Cengage Learning
10 Water Street Suite 310
Waterville, ME 04901



INVOICE
This is a true and original copy

Quote	9-Oct-17

Prepared by Karen Radulovich
Strategic Accounts Director

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

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
Biography In Context	12/8/2017				19,729.35
Literature Resource Center	12/8/2017				21,390.14
Twaynes	12/8/2017				3,584.24
Scribners	12/8/2017				3,653.13
National Geographic Magazine (1995-Present) & National Geographic Kids	12/8/2017				3,883.60
Chilton Library	12/8/2017				14,205.80
World History In context	12/31/2017				20,870.26
Opposing Viewpoints in Context	12/31/2017				7,249.76
Us History In context	12/31/2017				20,870.26
Legal Forms	12/31/2017				19,427.64
Miss Humblebee's Academy	3/30/2018				22,050.00
Testing and Education Resource Center with Career Mo	8/24/2018				19,620.95
Science in Context	9/19/2018				20,773.29
Nat Geo Archive Hosting fee	11/30/2017				150.00
				TOTAL	197,458.42

DIRECT ALL CORRESPONDENCE TO:
CENGAGE Learning
27500 Drake Rd.
Farmington Hills, MI 48331
PHONE: 248-699-4253, 800-877-4253
FAX: 248-699-8061

CENGAGE Learning

BRINGING YOU RESOURCES FROM:
Gale
Macmillan Library Ref USA
Primary Source Microform
Greenhaven Press/Lucent Books

Proforma Order
NO. 61971452
Date 09/28/17

Order No. 95552469S@

The Gale legal entity has merged into another Cengage Learning legal entity. Please note the change in FEIN, GST and QST numbers.

Federal ID No.: 59-2124491 Canadian G.S.T.#/T.P.S.: 14074 8831 RT0001 Canadian Q.S.T#/T.V.Q.: 1023272543

ACCOUNT NO. 139452

ACCOUNT NO. 139452

BILL TO JACKSONVILLE PUBLIC LIBRARY UNIV PARK
CHARLENE ADKINS SUPPORT SERVICES DEPT
3435 UNIVERSITY BLVD N
JACKSONVILLE FL 32277-2464

SHIP TO JACKSONVILLE PUBLIC LIBRARY UNIV PARK
CHARLENE ADKINS SUPPORT SERVICES DEPT
3435 UNIVERSITY BLVD N
JACKSONVILLE FL 32277-2464

PURCHASE ORDER NUMBER	PAYMENT DUE	TERMS	FOB SHIPPING POINT
201962	11/27/17	Due net 60 days	EXW

QUANTITY AVAILABLE	QUANTITY PENDING	ISBN	TITLE / AUTHOR / EDITION	PRICE	DISCOUNT	NET AMOUNT
			This is an invoice of your standing orders from 10/01/17 to 09/30/18. Please return payment with a copy of this invoice to: The Gale Group, P.O. 95501 Chicago, IL 60694-5501 within 30 days.			
1		9781410326140	GDL BRANDS & THEIR COMPANIES42	7458.00	15.00	6,339.30
1		9781410358509	EBK COUNTRIES OF THE WORLD &THEIR LEADERS YEARBOOK 2019 2V	1144.44	5.00	1,087.22
1		9781410326898	GDL GALE DIRECTORY OF PUBLICATIONS & BROADCAST MEDIA 154	6339.67	5.00	6,022.69
1		9781410326546	GDL ENCYCLOPEDIA OF ASSOCIATIONS NATIONAL ORGS 57 ED	6256.67	5.00	5,943.84
1		9781410382078	PASSENGER & IMMIGRATION LISTSINDEX SUPPLEMENT 2018	583.00	5.00	553.85
5	BOOKS				SUBTOTAL	19,946.90
					TRANS & HDLG	9.96
					PAY THIS AMOUNT	19,956.86

RETURN POLICY Currency : USD

Unless otherwise noted, you have 30 days from the date of invoice to decide if print titles meet your needs. If you would like to return a print item, please send it to the "Return Books To" address below. Gale does not pay return shipping. Products should be returned undamage and shipped via traceable means. Please include a packing list indicating quantity, title, and original invoice number. Questions? Call Customer Service at 1-800-877-GALE.

DETACH: THIS PORTION MUST BE RETURNED WITH YOUR PAYMENT

The Gale legal entity has merged into another Cengage Learning legal entity. Please note the change in FEIN, GST and QST numbers.

PURCHASE ORDER NUMBER	INVOICE DATE	INVOICE NUMBER	CUSTOMER ACCOUNT NUMBER	PAYMENT DUE	AMOUNT DUE
201962	09/28/17	61971452	139452	11/27/17	19,956.86

RETURN THIS STUB WITH PAYMENT TO:

MAIL CHECKS TO: Gale/CENGAGE Learning
P.O. BOX 95501
CHICAGO, IL 60694-5501

RETURN BOOKS TO:
CENGAGE LEARNING
Distribution Center
10650 Toebben Drive
Location 04
Independence, KY 41051

In an effort to reduce the handling and risk associated with credit card data, as of April 1st, 2016, Cengage Learning will no longer accept credit/debit cards for payment of post sale billings. Credit/Debit cards can still be used at point of sale. Post sale payment options include electronic funds transfer, wire transfer, ach, and paper checks.

ALL CLAIMS AND SHIPPING ERRORS MUST BE REPORTED WITHIN 10 DAYS AFTER THE INVOICE DATE

20 Channel Center Street
Boston, MA 02210
www.cengage.com

CENGAGE Learning

October 11, 2017

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

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	Market Type	ISBN
Biography In Context	Public Library	9780787633707
Chilton Library	Public Library	220508
Legal Forms	Public Library	225807
Literature Resource Center	Public Library	9780787633691
Miss Humblebee's Academy	Public Library	16248184
National Geographic Kids	Public Library	271868
National Geographic Magazine	Public Library	270421
Opposing Viewpoint In Context	Public Library	176168
Science in Context	Public Library	191700
Scribner Writers	Public Library	9780787638344
Testing & Education Resource Center with Career Module	Public Library	192267
Twayne's Authors	Public Library	9780787638351
U.S. History In Context	Public Library	9780787649494
World History In Context	Public Library	173120
Gale Virtual Reference Library content (includes eBooks)	Public Library	n/a

For additional information contact Karen Radulovich by phone at (800) 877-4253 x18167 or email at karen.radulovich@cengage.com

Thank you for your interest in Gale | Cengage Learning.

Kristine Burns
Sales Enablement Specialist
Gale a Cengage Learning company
Kristine.burns@cengage.com
(800) 877-4253 x18423

INVOICE
This is a true and original copy

Quote	9-Oct-17

Prepared by Karen Radulovich
District Manager, Public Libraries

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

Bill To:

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Jacksonville, FL
32277

Ship To:

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

Page
1

Description	Gross	Discount	Net Amount
GVRL Titles			8,000.00
GVRL Hosting Fee			1,200.00
		SUBTOTAL	9,200.00
			9,200.00

MESSAGES:
This quote is reflects LCO volumes released from July 2014 through June 2016
This quote reflects updates to GVRL titles in addition to the annual hosting fee
Applicable taxes would be added