SUBJECT: PERIODICAL AND SUBSCRIPTION SERVICES FOR THE JACKSONVILLE PUBLIC LIBRARY

BID #: ESC-0554-14 **OPEN DATE: 7/16/14**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

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

AGENCY: LIBRARY

BASIS OF AWARD: TO THE HIGHEST SCORING BIDDER BASED ON THE EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (13) NUMBER RECEIVED: (2) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to ratify the period of service from October 1, 2017 to date of executed contract. Recommend approval to utilize the one (1) three (3) year renewal option with EBSCO Information Services. Period of service is from date of executed contract to September 30, 2020. Total revised estimated annual expenditure amount is $119,000.00 for FY18, for a total expenditure not to exceed $541,000.00.

Funding Source: PLJX1F8GTSV-04904-PLJ011-17 – To be executed by formal contract amendment through the Office of General Counsel (Contract #10050)

Attachments: Recommendation Memo, Vendor Letter and Previous Awards

ANALYST: _____ **RESPECTFULLY SUBMITTED** _____
ANNETTE BURNEY 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 _____ 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

MM **From:** Jennifer Giltrop, Interim Director, Jacksonville Public Library

Date: October 20, 2017

Re: **ESC-0554-14– Periodical and Subscription Services (executing the first 3 year renewal)**

Bid ESC-0554-14 was awarded to Ebsco Information Services in the form of an encumbrance contract (Attached) that executes the RFP. Therefore, the Jacksonville Public Library respectfully requests that BID ESC-0554-14 be modified to be updated with Fiscal year 2017/18 spending requests, year four of the bid. This request also asks to execute the three year extension as noted in section 4 of the base contract.

For Contract 10050 (Ebsco Information Services), the Jacksonville Public Library is requesting section 3 to be amended as follows:

We request for Ebsco Information Services that $119,000 be awarded for FY2017 expenditures. ($541,000 total between FY 2014-18) $119,000 to be awarded in PLJX1F8GTSV 04904 Grant PLJ011-17.

No other changes are being requested for this contract.

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

Attachments:
Material Contracts for Ebsco Information Services
Updated Award for ESC 0554-14

Thank you for your consideration.

EBSCO INFORMATION SERVICES

October 24, 2017

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

Subject: City of Jacksonville / EBSCO Information Services continuation of contract ESC-0554-14

Dear Ms. Adkins:

This letter is to confirm that EBSCO Information Services agrees to renew contract (ESC-0554-14) for Periodical and Subscription Services.

- EBSCO will uphold your current discount of 6.0% under the existing contract terms and conditions. EBSCO reserves the right to re-visit the pricing structure for your account and initiate discussions with you should the Library's spend change dramatically (greater than 15%).

- The contract renewal term shall be for a period of three (3) years beginning October 1, 2017 until September 30, 2020.

We appreciate your business and look forward to continuing to provide Jacksonville Public Library with the high level of service that we are known to offer. Please feel free to contact us directly with any questions.

Sincerely,

Ree Sherer
Senior Vice President, EIS Operations & Finance
EBSCO Information Services

www.ebsco.com

PO Box 2543 | Birmingham, AL 35202-2543 | tel: 800.633.4604 | fax: 205.995.1613

SUBJECT: PERIODICAL AND SUBSCRIPTION SERVICES FOR THE JACKSONVILLE PUBLIC LIBRARY

BID #: ESC-0554-14 **OPEN DATE: 7/16/14**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

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

AGENCY: LIBRARY

BASIS OF AWARD: TO THE HIGHEST SCORING BIDDER BASED ON THE EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (13) NUMBER RECEIVED: (2) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to amend the award to add funding for the third year of a three (3) year term with EBSCO Information Services in the amount of $132,000.00 for the period ending September 30, 2017. Total revised not to exceed expenditure for the three (3) year term in the amount of $422,000.00.

Funding Source: PLJX011MBBS-06601 – To be executed by formal contract amendment through the Office of General Counsel (Contract #10050)

Attachments: Recommendation Memo and Previous Awards

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

CONCURRENCE BY: BARBARA A.B. GUBBIN, DIRECTOR, JACKSONVILLE PUBLIC LIBRRY

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 10/20/16

OTHER:

ACTION OF AWARDING AUTHORITY DATE 10/20/16

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: PERIODICAL AND SUBSCRIPTION SERVICES FOR THE JACKSONVILLE PUBLIC LIBRARY

BID #: ESC-0554-14 OPEN DATE: 7/16/14

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

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

AGENCY: LIBRARY

BASIS OF AWARD: TO THE HIGHEST SCORING BIDDER BASED ON THE EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (13) NUMBER RECEIVED: (2) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to award funding for the second year of a three (3) year term with EBSCO Information Services in the amount of $140,000.00 (FY16) for the period ending September 30, 2017. Total revised not to exceed expenditure for the three (3) year term in the amount of $290,000.00.

Funding Source: PLJX011MBBS-06601 – To be executed by formal contract amendment #1 through the Office of General Counsel (Contract #10050)

Attachments: Recommendation Memo and Previous Award

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2015. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for the work herein. A written notification will be provided in the event that funds are appropriated.

BUYER: ANNETTE BURNEY

RESPECTFULLY SUBMITTED GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: BARBARA A.B. GUBBIN, DIRECTOR, JACKSONVILLE PUBLIC LIBRRY

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING ____ DATE: 09/24/15

OTHER: ____

ACTION OF AWARDING AUTHORITY DATE 9/24/15

APPROVED ✓ DISAPPROVED ____

OTHER ____

SIGNATURE OF AUTHENTICATION ____

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

SUBJECT: PERIODICAL AND SUBSCRIPTION SERVICES FOR THE JACKSONVILLE PUBLIC LIBRARY

BID #: ESC-0554-14 OPEN DATE: 7/16/14

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

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

AGENCY: LIBRARY

BASIS OF AWARD: TO THE HIGHEST SCORING BIDDER BASED ON THE EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (13) NUMBER RECEIVED: (2) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to EBSCO Information Services to provide periodical and subscription services for the Jacksonville Public Library. Period of service is for three (3) years from date of executed contract with one (1) three (3) year renewal option. Total estimated not to exceed expenditure for the initial period in the amount of $150,000.00.

Funding Source: PLJX1F8GTSV-04904

Attachments: Recommendation Memo, Tabulation, Evaluation Matrix and Scoring Sheet, Specifications

BUYER: ANNETTE BURNEY

RESPECTFULLY SUBMITTED For - GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Charlene Adkins, Library Supervisor, Jacksonville Public Library

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING ____ DATE: 08/28/14
OTHER: ____

ACTION OF AWARDING AUTHORITY DATE 8/29/14

APPROVED ✓ DISAPPROVED ____

OTHER ____

SIGNATURE OF AUTHENTICATION ____

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

QWS3270X 10/30/2017 12:16 PM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 10/30/2017
LINK TO: ACCOUNT SUMMARY INQUIRY 12:15 PM

FISCAL MO/YEAR : 01 2018 CURRENCY CODE :
INDEX CODE : PLJX1F8GTSV LIBRARY SERVICES TO DUVAL COUNTY
SUBOBJECT : 04904 TRUST FUND AUTHORIZED EXPENDITURES
PROJECT :
PROJECT DETAIL :
GRANT : PLJ011 DEPT OF STATE-STATE AID TO LIBRARIES
GRANT DETAIL : 17 DEPT OF STATE-STATE AID
USER CODE :

S	OCT 2017	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	874,255.00	874,255.00	874,255.00
EXPENDITURES	.00	.00	.00
ENCUMBRANCES	.00	.00	.00
PRE-ENCUMBRANCES	327,971.28	327,971.28	327,971.28
REMAINING BALANCE	546,283.72	546,283.72	546,283.72

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO

G014 - RECORD FOUND