SINGLE SOURCE AWARD **BID # SS-8231-20**

Subject: Downloadable E-Books and E-Audio Books for the Jacksonville Public Library

Department: Jacksonville Public Library

Description of Purchase:
Recommend approval to increase the single source award with Overdrive, Inc. by $1,563,342.36 to meet increased demand for the purchase of downloadable e-books and e-audio books. Total revised estimated expenditure amount not to exceed $5,828,369.44.

Funding for this award to be executed by formal contract amendment and encumbered by the following account: 00111.185102.566010.000000.00000000.00000.0000000.

Single Source Award To: Overdrive, Inc.

Price Justification: See attachment

Total Award: $5,828,369.44 **Requisition #:** N/A

Attachments: Recommendation Memo 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: 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 Start Here. Go Anywhere.

Memorandum

To: Dustin Freeman,
Chief of Procurement Division

From: Stephanie Miller,
Senior Manager of Library Collections

CC: Tim Rogers
Library Director

Gretchen Mitchell
Deputy Director for Support Services

Leslie Jones
Assistant Director Finance & Administrative Services

DATE: November 28, 2022

RE: **Increase Award/Change Order Request for OverDrive POA-70408-20**

General funds 00111.185102.566010.000000.00000000.00000.0000000

The Jacksonville Public Library requests an increase to OverDrive POA-70408-20 in the amount of $1,563,342.36 on SS-8231-20 increasing the total amount of the award to $5,828,369.44.

These funds will purchase additional downloadable e-audio books and downloadable e-books for Jacksonville Public Library's customers based on increased demand for e-content.

With your approval, modification of SS-8231-20 will allow for continued purchasing from OverDrive during fiscal year 2023.

Thank you for your consideration.

SINGLE SOURCE AWARD **BID # SS-8231-20**

Subject: Downloadable E-Books and E-Audio Books for the Jacksonville Public Library

Department: Jacksonville Public Library

Description of Purchase:
Recommend approval to increase the single source award with Overdrive, Inc. by $500,000.00 for the purchase of downloadable e-books and e-audio books for the initial three-year period ending May 1, 2023. Total revised estimated expenditure amount not to exceed $4,265,027.08.

Funding for this award to be executed by formal contract amendment and encumbered by the following account: 00111.185102.566010.000000.00000000.00000.0000000

Single Source Award To: Overdrive, Inc.

Price Justification: See attachment

Total Award: $4,265,027.08 **Requisition #:** N/A

Attachments: Recommendation Memo 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: Jaclyn Stamos

Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

Teresa R. Eubanks
CHAIRMAN

DATE 6/16/2022

ACTION OF AWARDING AUTHORITY DATE: 6/16/2022

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____ Brian Hutchison

FORM GB-113, Revised 12/2007

SINGLE SOURCE AWARD **BID # SS-8231-20**

Subject: Downloadable E-Books and E-Audio Books for the Jacksonville Public Library

Department: Jacksonville Public Library

Description of Purchase
Recommend approval to increase the single source award with Overdrive, Inc. by $100,000.00 for the purchase of downloadable e-books and e-audio books for the initial three-year period ending May 1, 2023. Total revised estimated expenditure amount not to exceed $3,765,027.08.

Funding for this award to be executed by formal contract amendment and encumbered by the following account: 11402.185106.566010.010454.00000000.00000.0000000

Single Source Award To: Overdrive, Inc.

Price Justification: See attachment

Total Award: $3,765,027.08 **Requisition #:** N/A

Attachments: Recommendation Memo 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 Eichner
CHAIRMAN

3/10/2022
DATE

ACTION OF AWARDING AUTHORITY DATE: 3/10/2022

APPROVED ✓ DISAPPROVED _____

OTHER _____

Brian Hughes
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of
Executive Order No. 2019-02

SIGNATURE OF AUTHENTICATION _____

FORM GB-113, Revised 12/2007

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SINGLE SOURCE AWARD **BID # SS-8231-20**

Subject: Downloadable E-Books and E-Audio Books for the Jacksonville Public Library

Department: Jacksonville Public Library

Description of Purchase:
Recommend approval to increase the single source award to Overdrive, Inc by $1,113,342.36 for the purchase of downloadable e-books and e-audio books for the initial three-year period ending May 1, 2023. Total revised estimated expenditure amount not to exceed expenditure $3,665,027.08.

Funding Source: 00111.185102.566010.000000.00000000.00000.0000000 – To be executed by formal contract amendment through the Office of General Counsel
Single Source Award To: Overdrive, Inc.

Price Justification: See attachment

Total Award: $3,665,027.08 **Requisition #:** N/A

Attachments: Recommendation Memo 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. Eilman
CHAIRMAN

11/18/2021
DATE

ACTION OF AWARDING AUTHORITY DATE 11/19/21

APPROVED ✓ 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-8231-20**

Subject: Downloadable E-Books and E-Audio Books for the Jacksonville Public Library

Department: Jacksonville Public Library

Description of Purchase
Recommend approval to increase the single source award to Overdrive, Inc. by $500,000.00 for the purchase of downloadable e-books and e-audio books for the initial three-year period ending May 1, 2023. Total revised estimated expenditure amount not to exceed expenditure $2,551,684.72.

Funding for this award to be executed by formal contract amendment and encumbered by the following accounts: 00111.185102.566010.000000.00000000.00000.0000000 - $350,000.00; 11408.185101.549006.010009.00000000.00000.0000000 - $150,000.00

Single Source Award To: Overdrive, Inc

Price Justification: See attachment

Total Award: $2,551,684.72 **Requisition #:** N/A

Attachments: Recommendation Memo and Previous Award

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 Rease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN

DATE 7/29/21

ACTION OF AWARDING AUTHORITY DATE 7/30/21

APPROVED _____ 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-8231-20**

Subject: Downloadable E-Books and E-Audio Books for the Jacksonville Public Library

Department: Jacksonville Public Library

Description of Purchase:
Recommend approval to increase the single source award to Overdrive, Inc. by $1,113,342.36 for the purchase of downloadable e-books and e-audio books for the initial three-year period ending May 1, 2023. Total revised estimated expenditure amount not to exceed expenditure $2,051,684.72.

Funding Source: 00111.185102.566010.000000.00000000.00000.0000000 - To be encumbered by purchase order

Single Source Award To: Overdrive, Inc.

Price Justification: See attachment

Total Award: $2,051,684.72 **Requisition #:** N/A

Attachments: Recommendation Memo and Previous Award

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 12/10/2020

ACTION OF AWARDING AUTHORITY DATE: 12/11/20

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-8231-20**

Subject: Downloadable E-Books and E-Audio Books for the Jacksonville Public Library

Department: Jacksonville Public Library

Description of Purchase
Recommend approval to increase the single source award to Overdrive, Inc. by $534,371.36 for the purchase of additional downloadable e-books and e-audio books for the initial three-year period ending May 1, 2023. Total revised estimated expenditure amount not to exceed expenditure $938,342.36.

Funding Source: 00111 185102 566010 000000 00000000 00000 0000000 - To be encumbered by purchase order

Single Source Award To: Overdrive, Inc.

Price Justification: See attachment

Total Award: $938,342 36 **Requisition #:** N/A

Attachments: Recommendation Memo and Previous Award

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. Eidson
CHAIRMAN

9/03/20
DATE

Jean R. McCain

Ruth Ann Reed

ACTION OF AWARDING AUTHORITY DATE 9/4/20

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 GR-113, Revised 12/2007

SINGLE SOURCE AWARD **BID # SS-6231-20**

Subject: Downloadable E-Books and E-Audio Books for the Jacksonville Public Library

Department: Jacksonville Public Library

Description of Purchase:
Recommend approval of single source award to Overdrive, Inc. for the purchase of downloadable e-books and e-audio books. Period of service is for three (3) years from date of award. Total not to exceed expenditure amount is $403,971.00.

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

Single Source Award To: Overdrive, Inc.

Price Justification: See attachment

Total Award: $403,971.00 **Requisition #:** N/A

Attachments: Recommendation Memo, Single Source Request Form and Vendor Letter and Quote

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

for Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN

DATE 4/30/20

ACTION OF AWARDING AUTHORITY DATE: 5/1/20

APPROVED ✓ BH DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

FORM GB-113, Revised 12/2007