SINGLE SOURCE AWARD **BID # SS-9808-21**

SUBJECT: Access to OCLC Database for Cataloging, Inter-Library Lending & Services

DEPARTMENT: Library

DESCRIPTION OF PURCHASE: Recommend approval to ratify the period of service from December 1, 2020 to date of award. Recommend approval of single source award to Online Computer Library Center, Inc. (OCLC) for access to the OCLC database for cataloging, inter-library lending and reference services. Period of service is from date of award through November 30, 2022. Total expenditure amount not to exceed $150,158.30 for FY21.

FUNDING SOURCE: 00111.185102.546620.000000.00000000.00000.0000000 – To be encumbered by purchase order

SINGLE SOURCE AWARD TO: Online Computer Library Center, Inc.

PRICE JUSTIFICATION: See Attached

TOTAL AWARD: $150,016.00 **Requisition #:**

ATTACHMENTS: Recommendation Memo, 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 _____

JACKSONVILLE
PUBLIC LIBRARY

Tim Rogers
Director

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

November 25, 2020

MEMORANDUM

TO: Greg Pease,
Chief of Procurement, City of Jacksonville

FROM: Charlene Adkins
Collection Development Manager, Jacksonville Public Library

CC: Chuck McNeil CM
Assistant Director for Financial Services, Jacksonville Public Library

Gretchen Mitchell
Deputy Director, Support Services, Jacksonville Public Library

Tim Rogers
Library Director, Jacksonville Public Library

SUBJ. Justification letter for OCLC Library Cataloging Services
General funds 00111.185102. 546620.000000.00000000.00000.0000000

The Jacksonville Public Library requests $150,158.30 for our annual subscription to OCLC Cataloging and Interlibrary Loan Services, FirstSearch/Discovery Services, CONTENTdm Services, and the WebDewey Classification subscription. The OCLC services requested provide the cataloging and interlibrary loan programs and database and the classification scheme database which enable the library to provide bibliographic description and classification for the materials held at the library. The services also allow the library to provide interlibrary loan services. OCLC also provides the collection management system which enables online access to the library's digital collections.

The OCLC database contains over 336 million records with 2.2 billion cataloged items and is the world's largest bibliographic database covering 72,000 libraries of all types throughout the world. It is totally unique and there is no other organization like it in existence. OCLC makes the information about the library and copy holdings of its member libraries available globally through its online database. OCLC is the sole source provider of these databases and services.

With your approval, the Library requests to purchase the OCLC services 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.

OCLC

Via e-mail: cadkins@coj.net

2020 November 20

Charlene Adkins, Collection Development Manager
Support Services Department
Jacksonville Public Library
University Park Branch
3435 University Blvd. N.
Jacksonville, FL 32277

RE: Sole Source Request

Thank you for your recent inquiry concerning the availability of the following OCLC, Inc. ("OCLC") services: WorldShare Metadata OCLC Cataloging. WorldShare ILL and ILLiad, Tipasa, WorldCat Discovery Service, CONTENTdm and WebDewy (collectively the "OCLC Services").

OCLC is the only source from which the Jacksonville Public Library may obtain these OCLC Services.

OCLC looks forward to being of continued service to the Jacksonville Public Library.

Please let me know if you need any additional information.

Sincerely,

OCLC, INC.

By: Bruce A Crocco

Bruce A. Crocco, Vice President

OCLC

lovember 25, 2020

:harlene Adkins
:ollection Development Manager
acksonville Public Library
435 University Blvd N
acksonville, FL 32277

ıstitution Symbol: JPL

Y21 OCLC Subscription Price Summary

	FY21		FY22	FY22 Estimated
	Subscription Term	FY21 Annual Price *	Subscription Term	Annual Price **
:ataloging and Metadata Subscription	12/1/20 - 11/30/21	$110,504.15	12/1/21 - 11/30/22	$116,029.36
)CLC Worldshare ILL Subscription	12/1/20 - 11/30/21	$13,522.47	12/1/21 - 11/30/22	$14,198.59
:ONTENTdm Base Fee	5/1/21 - 4/30/22	$9,062.83	5/1/22 - 4/30/23	$9,515.97
:ONTENTdm Collection Storage	5/1/21 - 4/30/22	$1,386.79	5/1/22 - 4/30/23	$1,456.13
VebDewey	4/1/21 - 3/31/22	$745.90	4/1/22 - 3/31/23	$783.20
.Liad Annual License	8/1/20 - 7/31/21	$4,899.53	8/1/21 - 7/31/22	$5,144.51
.Liad-OCLC Hosted Server	8/1/20 - 7/31/21	$4,754.23	8/1/21 - 7/31/22	$4,991.94
irstSearch***	7/1/20 - 6/30/21	$5,282.40	7/1/21 - 6/30/22	$16,306.71
	Total	$150,158.30		$168,426.41

lotes:

** OCLC's 2021 fiscal year is July 1, 2020 through June 30, 2021. Subsequent fiscal years beginning in FY22 are subject to an annual increase.*

*** For Planning Purposes, a 5% estimated price increase has been applied for the FY22 Annual Price and may be subject to change.*

****FY21 FirstSearch annual price is $11,093. A one-Time COVID-19 discount was applied to the FirstSearch pricing, bringing the FY21 price to $5,282.40.*

OCLC ILL Fee Management (IFM) Program: This program lets you reconcile lending and borrowing payments with other libraries through your monthly OCLC invoice. These charges are not included in the subscription noted above and will be in addition to the total reflected. OCLC is investing in the future development of IFM. Based on member feedback, planned enhancements include offering IFM for use beyond ILL for other purchases. In order to fund this expansion, a modest $0.25 (FY21 amount) transaction fee will be added to each borrowing request filled through IFM. Price increases may apply.

or questions, contact your OCLC Library Services Specialist Carol Schlatter at 1-800-848-6252, ext 3802 or email schlattc@oclc.org.

SINGLE SOURCE AWARD **BID # SS-0305-20**

SUBJECT: ACCESS TO OCLC DATABASE FOR CATALOGING, INTER-LIBRARY LENDING & SERVICES

DEPARTMENT: LIBRARY

DESCRIPTION OF PURCHASE: Recommend approval to ratify the period of service from October 1, 2019 to date contract execution.

Recommend approval of single source award to Online Computer Library Center, Inc. (OCLC) for access to the OCLC database for cataloging, inter-library lending and reference services. Period of service is from date of contract execution through September 30, 2020 in the not to exceed amount of $150,016.00.

FUNDING SOURCE: PLJX011MBBS-04662 – To be executed by formal contract through the Office of General Counsel

SINGLE SOURCE AWARD TO: Online Computer Library Center, Inc.

PRICE JUSTIFICATION: See Attached

TOTAL AWARD: $150,016.00 **Requisition #:**

ATTACHMENTS: Recommendation Memo, Single Source Form, Vendor Quote and Previous Awards

CERTIFICATION AS TO SINGLE SOURCE: Chuck McNeil, Assistant Director, Finance and Administration Services, 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. Eilhart
CHAIRMAN

10-31-19
DATE

Jane R McCaig

ACTION OF AWARDING AUTHORITY DATE: 11/4/19

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

SOLE SOURCE AWARD **BID # SS-0320-15**

SUBJECT: ACCESS TO OCLC DATABASE FOR CATALOGING, INTER-LIBRARY LENDING & SERVICES

DEPARTMENT: LIBRARY

DESCRIPTION OF PURCHASE: Recommend approval to ratify the period of service from October 1, 2014 to date of award.

Recommend approval of sole source award to Online Computer Library Center, Inc. (OCLC) for access to the OCLC database for cataloging, inter-library lending and reference services. Period of service is from date of award through September 30, 2015 in the not to exceed amount of $110,000.00.

FUNDING SOURCE: PLJX011MBBS-04662

SOLE SOURCE AWARD TO: ONLINE COMPUTER LIBRARY CENTER, INC.

PRICE JUSTIFICATION: See Attached

TOTAL AWARD: $110,000.00 **Requisition #:** 160318

ATTACHMENTS: Recommendation Memo, Sole Source Form, Vendor 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 126.206.

MR

Analyst: Annette Burney

Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE

"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN

DATE 11/06/14

ACTION OF AWARDING AUTHORITY DATE: 11/7/14

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION Karen Bowling

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

FORM GB-113, Revised 12/2007