SINGLE SOURCE AWARD **BID # SS-15573-24**

Subject: Purchase of Subscription to Heritage Quest Online for Ancestry Library

Department: JACKSONVILLE PUBLIC LIBRARY

Description of Purchase: Recommend approval of single source award to ProQuest, LLC for access to genealogy and microfilm databases. Total not-to-exceed expenditure is $80,254.29.

Funding Source: 00111.185102.566010.000000.00000000.00000.0000000 - $80,254.29 and processed by Purchase Order

Single Source Award To: ProQuest, LLC

Price Justification: See attachment

Total Award: $80,254,29 **Requisition #:** PLPL-501699-24

Attachments: Agency Memo, Single Source Form, Vendor Letter and Quote

Certification as to Single Source: Tim Rogers, Chief Librarian/Director of Jacksonville Public Library

THE ABOVE PURCHASE IS RECOMMENDED FOR AWARD IN ACCORDANCE WITH CHAPTER 126.206.

Analyst: RENATA BARNETT

FOR: 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.

DATE: March 14, 2024

TO: Dustin Freeman, Chief of Procurement

THRU: Tim Rogers, Chief Librarian/Library Director, Jacksonville Public Library

FROM: Stephanie Miller, Senior Manager of the Library Collections SM

SUBJECT: Justification Letter and Single Source Request for **ProQuest genealogy and digital microfilm databases**
00111.185102.566010.000000.00000000.00000.0000000

The Jacksonville Public Library is requesting a purchase order for $ 80,254.29 for access to genealogy and microfilm databases from ProQuest, LLC, the proprietor and sole provider of Library access to these databases:

- **New York Times digital microfilm database**: Digital access to editions of The New York Times with the ability to search PDF images of every part of every page that is available through remote access as well as in-library use.
- **Wall Street Journal digital microfilm database**: Digital access to editions of The Wall Street Journal with the ability to search PDF images of every part of every page with remote access as well as in-library use.
- **Sanborn Maps database**: Online fire maps of historical insurance information that is available through remote access as well as in-library use.
- **Ancestry Library Edition database**: Contains digitally enhanced census records from the U.S. Federal Census. Also includes immigration, vital, military, court, church and ethnic records; city directories; genealogical societies; Social Security Death Index; and family history library.
- **HeritageQuest Online database**: Collection of genealogical and historical sources—with coverage dating back to the 1700s that is available through remote access as well as in-library use.
- **Fold3 Library Edition database**: Collection of U.S. military records, including the stories, photos, and personal documents of the men and women who served that is available through remote access as well as in-library use.

ProQuest, LLC is the exclusive supplier of these products to the Jacksonville Public Library. No product offered within or outside the library industry provides access to these particular products. The Library attempted to procure these resources using an invitation to bid; however, no supplier submitted a bid.

Approval of this request will provide the Library with continued access to digital microfilm and genealogy databases. Your consideration is appreciated.

Attachments:

ProQuest Single Source letter
ProQuest Ancestry Library US1663903 quote FY24
ProQuest Fold3 and Heritage Quest PQ10096944 quote FY24
ProQuest RNP New York Times PQ10093405 quote FY24
ProQuest RNP Wall Street Journal PQ10093405 quote FY24
ProQuest Sanborn Maps US1761574 quote FY24
ProQuest_Justification for Single Source
ProQuest databases Single Source standard req form

CC:
Gretchen Mitchel, Deputy Chief Librarian for Support Services
Dr. Leslie Jones, Director for Library Finance & Budget

JUSTIFICATION FOR SINGLE SOURCE (JSS)	
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.	
1. Requesting Agency:	Library
2. Nature and/or description of the requirement being requested. ***Identify each item, component or service being procured. (Attach quote/proposal):*** ***Why does the City need these particular goods or services?***	This funding request will allow for the purchase of subscriptions to HeritageQuest Online, Fold3 Library Edition, Sanborn Maps and Ancestry Library databases and the *New York Times and Wall Street Journal* digital microfilm databases. The price quotation includes itemized prices. The Library products are electronic editions of national U.S. newspapers and genealogical research databases, with access to unlimited users.
3. Provide a detailed justification as to why the requested goods/services can only be efficiently and effectively procured through the recommended Single Source vendor:	ProQuest LLC has the proprietary, copyright and distributorship services for their products and the library can only purchase library edtion ProQuest products directly from the supplier.
4. Date of Request	3/14/2024

5. Summary of Market Research

[Provide a description of the market research performed, how it was performed, by whom, and market research results. Please spell out acronyms.]

[Library staff have researched availability and access to digital newspapers and Sanborn maps / Genealogy databases- all for the library marketplace, and these products and services are not available from another vendor. The Library attempted to procure these products via an ITB and received no bids, in spite of extending the deadline twice.]

6. Other Documentation (Check and attach all that apply)

√ Supplier Quote

√ Single Source Memo signed by Director

May 8, 2024

Clarivate™

Attention: Jacksonville Public Library

Dear Jill,

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ProQuest also hosts and distributes certain third-party databases on its platforms, in some cases adding value by enabling access to associated full-text articles, transcripts, and data normalization to provide a consistent user experience across multiple resources using ProQuest's own proprietary online search engine. Additionally, ProQuest is the proprietary owner of the on-line platforms that form a substantial part of the ProQuest®, Alexander Street™, RefWorks®, and its other on-line information and research services. As a result, only ProQuest can provide the content combined with the proprietary platform and user experience for the following products/services:

Ancestry Library, NYT Newspaper, Wall Street Journal Newspaper, Sanborn Maps, Fold3, and
HeritageQuest.

Notwithstanding, Ancestry Library Edition, *Dow Jones/Factiva, Fold3, Heritage Quest Online, **O'Reilly, and Newspapers.com are only available to the library market through ProQuest. While a preferred agent in the library market, ProQuest is non-exclusive for PressReader.

Please do not hesitate to contact us for any additional information regarding our products &/or services.

Sincerely,

Jeff Anusbigian
Vice President, Sales Operations

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Product Name	Code	Start Date	End Date	Price
RNP Wall Street Journal (Current Volume Year) - Subscribe-to-Own	RNWSJSTO	2/1/2024	1/31/2025	6,145.44 USD
				Total Price: 6,145.44USD

Billing Information: Please review your billing address to ensure its accuracy.	*Shipping Information:* Please confirm the shipping address is accurate.
Jacksonville Public Library FL 3435 University Blvd N Jacksonville FL United States 32277-2464	**Jacksonville Public Library FL** 3435 University Blvd N Jacksonville FL United States 32277-2464
Electronic **Invoice** Recipient(s): Jill Haile jhaile@coj.net	Electronic **Renewal** Recipient(s): Jill Haile jhaile@coj.net
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Product Name	Code	Start Date	End Date	Price
Fold3 Library Edition	FOLD3	6/1/2024	5/31/2025	14,620.64 USD
HeritageQuest Online	HQO	6/1/2024	5/31/2025	13,913.35 USD
				Total Price: 28,533.99USD

Billing Information: Please review your billing address to ensure its accuracy.	*Shipping Information:* Please confirm the shipping address is accurate.
Jacksonville Public Library FL 3435 University Blvd N Jacksonville FL United States 32277-2464	**Jacksonville Public Library FL** 3435 University Blvd N Jacksonville FL United States 32277-2464
Electronic **Invoice** Recipient(s): Jill Haile jhaile@coj.net	Electronic **Renewal** Recipient(s): Jill Haile jhaile@coj.net
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Ready to renew? Confirm Your Renewal now.

Product Name	Code	Start Date	End Date	Price
Ancestry Library	ANCLIB	7/1/2024	6/30/2025	30,670.28 USD
				Total Price: 30,670.28USD

Billing Information: Please review your billing address to ensure its accuracy.	*Shipping Information:* Please confirm the shipping address is accurate.
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Electronic **Invoice** Recipient(s): Jill Haile jhaile@coj.net	Electronic **Renewal** Recipient(s): Jill Haile jhaile@coj.net
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