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, 2018 to date of executed contract amendment. Recommend approval to amend the award with EBSCO Information Services to add funding for the second year of the three (3) year renewal period ending September 30, 2020. Total revised estimated annual expenditure amount is $122,000.00 for FY19, for a total expenditure not to exceed $663,000.00.

Funding Source: PLJX1F8GTSV-04904-PLJ011-18 - To be executed by formal contract amendment through the Office of General Counsel

Attachments: Recommendation Memo and Previous Awards

ANALYST: _____ ANNETTE BURNEY

RESPECTFULLY SUBMITTED _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Tim Rogers, Director, Jacksonville Public Library

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(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

From: Tim Rogers, Director, Jacksonville Public Library

Date: October 12, 2018 CM 10-15-18

11/05/18 09:23:03
Procurement Division

Re: **ESC-0554-14– Periodical and Subscription Services (revised for 5th year of contract)**

Bid ESC-0554-14 was awarded to Ebsco Information Services in the form of an encumbrance contract (attached) that executes the RFP. The Jacksonville Public Library respectfully requests that BID ESC-0554-14 be amended to be updated with FY 18-19 spending requests, year five of the bid.

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 $122,000 be awarded for FY 18-19 expenditures ($663,000 total between FY 2013-19), $122,000 to be awarded in PLJX1F8GTSV-04904 Grant PLJ011-18.

No other changes are being requested for this contract.

If you have questions or need additional information regarding this request, please contact Chuck McNeil, Assistant Director, Finance & Administrative Services at 630-1171.

Thank you for your consideration.

QWS3270X 10/15/2018 11:38 AM
FAML6450 V5.1 ** NW COJ FAMIS PRODUCTION ** 10/15/2018
LINK TO: ORGANIZATION SUMMARY INQUIRY 11:38 AM

BALANCE (Y,M,Q,A) : A CURRENCY CODE :
FISCAL MO/YEAR : 01 2019 OCT 2018 FUNDING PERIOD:
INDEX CODE : PLJX1F8GTSV LIBRARY SERVICES TO DUVAL COUNTY
ORGANIZATION :
CHAR / OBJECT :
FDTP FUND SFND :
PROJECT PROJ DTL :
GRANT GRANT DTL : PLJ011 18 DEPT OF STATE-STATE AID
USER CODE :

S	SUBOBJ	DESCRIPTION	BUDGET	ACTUAL	ENCUMBERED	BALANCE
	33410	CONTRIBUTION FROM	906,033	906,033		
		REVENUE TOTAL	906,033	906,033		
	04904	TRUST FUND AUTHORI	906,033			906,033
		EXPENDITURE TOTAL	906,033			906,033
		REVENUE LESS EXPE		906,033		906,033

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F7-PRIOR PG F8-NEXT PG F9-LINK
G014 - RECORD FOUND

funds are available
CM
10-15-18

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 amendment. 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: ANNETTE BURNEY **RESPECTFULLY SUBMITTED** 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 5 MEMBERS DISAPPROVING Ø DATE: 11/02/17

Charlene M. Atkins

Teresa R. Eichner

OTHER:

ACTION OF AWARDING AUTHORITY DATE 11/07/17

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 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 #10060)

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 LIBRARY

(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. 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 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

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