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SINGLE SOURCE AWARD **BID # SS-14923-24**

Subject: NewsBank, Inc. Databases and Digital Microfilm

Department: Jacksonville Public Library

Description of Purchase: Recommend approval of single source award to NewsBank, Inc., in the amount of $65,515.00 for the renewal of databases and digital microfilm. Period of service is from date of award through November 30, 2024.

Funding Source: 00111.185102.566010.000000.00000000.00000.0000000 - To be executed by purchase order

Single Source Award To: NewsBank, Inc.

Price Justification: See attachment

Total Award: $65,515.00 **Requisition #:** N/A

Attachments: Agency Memo, Single Source Request Form, Supplier Letter & Quote

Certification as to Single Source: Tim Rogers, Library Director

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.

DATE: October 17, 2023

TO: Dustin Freeman, Chief of Procurement

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

FROM: Stephanie Miller, Senior Manager of the Library Collection

SUBJECT: Justification letter and single source request for **NewsBank, Inc. Database renewal**
General Funds 00111.185102.566010.000000.00000000.00000.0000000

The Jacksonville Public Library requests a single source purchase order for $65.515 for the renewal of databases and digital microfilm from NewsBank, Inc. the proprietor and sole manufacturer of these NewsBank databases and digital microfilms.

This funding request will allow for the renewal of NewsBank's *Access World News Research Collection*, NewsBank's *Heritage Hub* and the *Florida Times-Union* digital microfilm. The Library chooses to purchase from NewsBank, Inc. as their products are electronic editions of local, regional, and national U.S. newspapers and obituaries in one searchable database, all with remote access to unlimited users. NewsBank's product package, with one platform and user interface, meets library customer general research and genealogical research needs.

Digital access to the *Florida Times-Union* digital microfilm subscription also includes perpetual rights via an archival hard drive of the paper's annual issues.

NewsBank, Inc. is the exclusive supplier of these databases to the Jacksonville Public Library. No product offered within or outside the library industry provides access to these databases and the digital microfilms. NewsBank, Inc. is the single source provider of these online products due to proprietary, copyright, and distributorship reasons.

Thank you for your consideration.

Attachments: Single Source Request
Supplier Quote RT552857 & RN1101eo3
Supplier Single Source Letter
Standard Requisition Form

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 *NewsBank's Access World News Research Collection, NewsBank's Heritage Hub* and the *Florida Times-Union* digital microfilm. The price quotation includes itemized prices. The Library choses to purchase from NewsBank, Inc. as their products are electronic editions of local, regional, and national U.S. newspapers and obituaries in one searchable database, all with remote access to unlimited users. The City needs to purchase the newspaper and obituary databases and local newspaper microfilm to meet library customer general research and genealogical research needs.
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:***	NewsBank, Inc. has the proprietary, copyright and distributorship services for their products and the library can only purchase NewsBank products directly from the supplier. These NewsBank products provide unlimited, same day access to the daily Florida Times-Union issues in a set package, with one platform and user interface. NewsBank is the single provider of the Florida Times-Union digital microfilm subscription including perpetual rights and a back-up archival hard drive.
4. ***Date of Request***	10/17/2023

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 newspaper databases and digital microfilm subscriptions. NewsBank is the single provider of Access World News Research Collection and Heritage Hub. NewsBank is the single provider of the Florida Times-Union digital microfilm subscriptions with perpetual rights and same day access with back-up hard drive.]

6. ***Conflict of Interest (Must Check)***
   - √ By checking this box, I affirm that there are no actual, potential, or perceived conflicts of interest with the entity in which I am requesting a single source award. Conflict of Interest shall be interpreted consistent with *Chapter 112, Florida Statutes*.

7. ***Other Documentation (Check and attach all that apply)***
   - √ Supplier Quote
   - √ Single Source Memo signed by Director

√ Other [Supplier Single Source letter]

5801 Pelican Bay Boulevard, Suite 600
Naples, FL 34108

September 26, 2023

Stephanie Miller, Senior Manager
Library Collection Development and Acquisitions Department
Jacksonville Public Library
3435 University Blvd N. 32277

To Whom It May Concern:

NewsBank, inc. is a small business incorporated in the state of Delaware.

NewsBank, inc. is the sole source for the following products due to proprietary, copyright or distributorship reasons:

- *Florida Times-Union Digital Archive*
- *America's News*
- *Heritage Hub*

The Corporate address is: NewsBank, inc.
5801 Pelican Bay Boulevard, Suite 600
Naples, FL 34108

Inquiries may be telephoned to (800) 762-8182.

Sincerely,

Ashley Bolton

Ashley Bolton
Customer Service Representative

397 Main Street, P.O. Box 1130
Chester, VT USA 05143
Toll Free: (800) 243-7694
Fax: (802) 875-2904
custservice@newsbank.com

Renewal Notice: RT552857
Customer Number: 26996
Page: 1 of 1

Bill To:	Ship To:
Jacksonville Public Library Attn: cojllcloudinvoices@coj.net Accounts Payable Supervisor 117 W. Duval Street Suite 375 Jacksonville, FL 32202	Jacksonville Public Library Attn: jhaile@coj.net Jill Haile 303 North Laura Street Jacksonville, FL 32202

Invoice Date	Terms	Ship Via
13 Oct 2023	NET 60 DAYS	Internet
Due Date	**Salesperson**	**Purchase Order Number**
12 Dec 2023	Ren Dimond	

Description	Quantity	Amount
Annual Subscription December 2023 - November 2024 - The Florida Times Union - Florida Times-Union Collection - HeritageHub - Access World News Research Collection 2022 Edition	1	$59,952.00
	TOTAL AMOUNT:	**$59,952.00**

Federal Tax ID: 06-1084869 • An Equal Opportunity Employer • Currency: USD

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NewsBank inc.
397 Main Street, PO Box 1130
Chester, VT 05143
Toll Free: (800) 243-7694
Fax: (802) 875-2904
custservice@newsbank.com

Renewal Notice: RN1101903
Customer Number: 26996 NB

Bill to:	Ship to:
26996 Jacksonville Public Library Attn: jhaile@coj.net 117 W. Duval Street Suite 375 Jacksonville FL 32202	6996 Jacksonville Public Library Attn:jhaile@coj.net Jill Haile 303 North Laura Street Jacksonville FL 32202

Invoice Date		Ship Via
11 AUG 2023	NET 30 DAYS	Internet
	Salesperson	Purchase Order Number
10 SEP 2023	Ren Dimond	

Description	Quantity	Amount
Annual Subscription January - December 2024 - Florida Times-Union Archival Copy - Florida Times-Union Digital Archive	1	5563.00
	TOTAL DUE	5,563.00

Federal Tax ID: 06-1084869 • An Equal Opportunity Employer • Currency: USD

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