SUBJECT: Acquisitions, Cataloging and Processing of Library Materials

BID #: ESC-0229-19 **OPEN DATE: 9/25/2019**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: Three (3) years from contract execution with three (3) one (1) year renewal options

AGENCY: Library

BASIS OF AWARD: Highest Scoring Based on Evaluation Criteria

NUMBER OF BIDS INVITED: (7) **NUMBER RECEIVED:** (5) **OTHER** (1)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to reject all bids. Library will review the specifications and rebid the project at a later date.

Attachments: Recommendation Memo, Tabulation and Rejection Letters

ANALYST: _____ **RESPECTFULLY SUBMITTED** _____
Annette Burney

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

Jacksonville Public Library
303 Laura Street N.
Jacksonville, Florida 32202

November 21, 2019

MEMORANDUM

TO: Greg Pease, Chief, Purchasing Division
Finance and Administration Department

FROM: Tim Rogers, Director

SUBJ: **Bid # ESC-0229-20 - Acquisition Cataloging and Processing of Library Materials – REJECT ALL BIDS**

Request a 90 Contract Extension for ESC-603-13

The Library is requesting approval to reject all bids for ESC-0229-20. Additional time is needed to review all specifications. A new RFP will be given to Procurement to advertise at a later time.

A 90-day contract extension is also needed to continue service with the following vendors who supply library materials, due to contracts expiring on November 30, 2019:

- Baker and Taylor (Extend contract)
- Overdrive (Extend contract)
- Midwest Tapes (Extend contract)
- Multicultural Books and Videos (Do not extend contract)

I can be reached at 630-1994 if you have questions or need further assistance.

Thank you

Cc: Gretchen Mitchell, Deputy Director, Support Services
Chuck McNeil, Asst. Director, Finance & Admin. Services
Charlene Adkins, Collection Development Manager
Jill Haile, Librarian III

TITLE: Acquisitions, Cataloging & Processing of Library Materials BID NO.: ESC-0229-20 OPEN DATE: September 25, 2019 @ 2 P.M. ANALYST: Annette Burney No. Invited: (7) No. Received: (5) No Bids: (1) Recorded By: Renata Barnett Announcer: Sokkhar Muon		Baker & Taylor	Brodart	Ingram	Midwest Tapes	Overdrive
	Notes:			COI Included		
Services and Deliverables	40					
Qualifications and Staffing	20					
Cost	30					
Past Record of Professional Accomplishments	10					
TOTAL POINTS	100					
MINIMUM REQUIREMENTS		Yes	Yes	Yes	Yes	Yes
CONFLICT OF INTEREST		Yes	Yes	Yes	Yes	Yes
INSURANCE AGENT ACKNOWLEDGEMENT		COI (AD #1)	Yes	Yes	COI (AD #1)	Yes
ADDENDUM (2)		Yes	Yes	Yes	Yes	Yes

ONE CITY. ONE JACKSONVILLE.

City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

December 2, 2019

One OverDrive Way
Cleveland, OH 44125

NOTIFICATION OF FORMAL BID REJECTION

BIDDER'S NAME: OverDrive, Inc.

CONTACT NAME: Mike Kertesz

BID NUMBER: ESC-0229-20

NAME OF BID: Acquisitions, Cataloging and Processing of Library Materials

DATE OPENED: 9/25/19

REASON FOR REJECTION:
Agency recommends rejecting all bids. The RFP will be rebid at a later date. All bidders will be notified when the new bid is advertised.

IF YOU WISH TO PROTEST THE RECOMMENDED REJECTION OF THIS BID, PLEASE RESPOND IN ACCORDANCE WITH THE CITY OF JACKSONVILLE BID PROTEST PROCEDURES. DIRECT ALL PROTEST TO THE RESPECTIVE ANALYST/BUYER, FACSIMILE NUMBER (904) 255-8837.

BUYER'S SIGNATURE: _____
Annette L. Burney

Leslie-Burney, Annette

From:	Leslie-Burney, Annette
Sent:	Monday, December 02, 2019 11:20 AM
To:	Mike Kertesz (mkertesz@rakuten.overdrive.com)
Cc:	Pease, Gregory
Subject:	REJECTION NOTICE: ESC-0229-20 ACQUISITIONS, CATALOGING AND PROCESSING OF LIBRARY MATERIALS
Attachments:	OVERDRIVE.pdf

Mike, please find the attached rejection letter for the above RFP.

Thank you,

Annette L. Burney
Purchasing Analyst
Procurement Division
Finance and Administration Department
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Ph.: 904-255-8810
Fax: 904-360-8527
Email: aburney@coj.net

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-----Original Message-----
From: P0697@coj.net [mailto:P0697@coj.net]
Sent: Monday, December 02, 2019 10:56 AM
To: Leslie-Burney, Annette
Subject: OVERDRIVE

Please open the attached document. It was scanned and sent to you using a Xerox Multifunction Printer.

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Device Name: P0697

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City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

December 2, 2019

One Ingram Blvd.
La Vergne, TN 37086

NOTIFICATION OF FORMAL BID REJECTION

BIDDER'S NAME: Ingram Library Services LLC

CONTACT NAME: Pamela R. Smith

BID NUMBER: ESC-0229-20

NAME OF BID: Acquisitions, Cataloging and Processing of Library Materials

DATE OPENED: 9/25/19

REASON FOR REJECTION:
Agency recommends rejecting all bids. The RFP will be rebid at a later date. All bidders will be notified when the new bid is advertised.

IF YOU WISH TO PROTEST THE RECOMMENDED REJECTION OF THIS BID, PLEASE RESPOND IN ACCORDANCE WITH THE CITY OF JACKSONVILLE BID PROTEST PROCEDURES. DIRECT ALL PROTEST TO THE RESPECTIVE ANALYST/BUYER, FACSIMILE NUMBER (904) 255-8837.

BUYER'S SIGNATURE: _____
Annette L. Burney

Leslie-Burney, Annette

From: Leslie-Burney, Annette
Sent: Monday, December 02, 2019 11:27 AM
To: stephen.casey@ingramcontent.com
Cc: Pease, Gregory
Subject: REJECTION NOTICE: ESC-0220-20 ACQUISITIONS, CATALOGING AND PROCESSING OF LIBRARY MATERIALS
Attachments: INGRAM.pdf

Stephen, please find the attached rejection notice for the above RFP.

Thank you,

Annette L. Burney
Purchasing Analyst
Procurement Division
Finance and Administration Department
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Ph.: 904-255-8810
Fax: 904-360-8527
Email: aburney@coj.net

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-----Original Message-----
From: P0697@coj.net [mailto:P0697@coj.net]
Sent: Monday, December 02, 2019 10:57 AM
To: Leslie-Burney, Annette
Subject: INGRAM

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City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

December 2, 2019

1417 Timberwolf Dr.
Holland, OH 43528

NOTIFICATION OF FORMAL BID REJECTION

BIDDER'S NAME: Midwest Tapes, LLC

CONTACT NAME: Eric Timm

BID NUMBER: ESC-0229-20

NAME OF BID: Acquisitions, Cataloging and Processing of Library Materials

DATE OPENED: 9/25/19

REASON FOR REJECTION:
Agency recommends rejecting all bids. The RFP will be rebid at a later date. All bidders will be notified when the new bid is advertised.

IF YOU WISH TO PROTEST THE RECOMMENDED REJECTION OF THIS BID, PLEASE RESPOND IN ACCORDANCE WITH THE CITY OF JACKSONVILLE BID PROTEST PROCEDURES. DIRECT ALL PROTEST TO THE RESPECTIVE ANALYST/BUYER, FACSIMILE NUMBER (904) 255-8837.

BUYER'S SIGNATURE: _____
Annette L. Burney

Leslie-Burney, Annette

From: Leslie-Burney, Annette
Sent: Monday, December 02, 2019 11:30 AM
To: etimm@midwesttape.com
Cc: Pease, Gregory
Subject: REJECTION NOTICE: ESC-0229-20 ACQUISITIONS, CATALOGING AND PROCESSING OF LIBRARY MATERIALS
Attachments: MIDWEST.pdf

Eric, please find the attached rejection notice for the above RFP.

Thank you,

Annette L. Burney
Purchasing Analyst
Procurement Division
Finance and Administration Department
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Ph.: 904-255-8810
Fax: 904-360-8527
Email: aburney@coj.net

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-----Original Message-----
From: P0697@coj.net [mailto:P0697@coj.net]
Sent: Monday, December 02, 2019 10:57 AM
To: Leslie-Burney, Annette
Subject: MIDWEST

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City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

December 2, 2019

500 Arch Street
Williamsport, PA 17701

NOTIFICATION OF FORMAL BID REJECTION

BIDDER'S NAME: Brodart Co.

CONTACT NAME: Lisa Miosi

BID NUMBER: ESC-0229-20

NAME OF BID: Acquisitions, Cataloging and Processing of Library Materials

DATE OPENED: 9/25/19

REASON FOR REJECTION:
Agency recommends rejecting all bids. The RFP will be rebid at a later date. All bidders will be notified when the new bid is advertised.

IF YOU WISH TO PROTEST THE RECOMMENDED REJECTION OF THIS BID, PLEASE RESPOND IN ACCORDANCE WITH THE CITY OF JACKSONVILLE BID PROTEST PROCEDURES. DIRECT ALL PROTEST TO THE RESPECTIVE ANALYST/BUYER, FACSIMILE NUMBER (904) 255-8837.

BUYER'S SIGNATURE: _____
Annette L. Burney

Leslie-Burney, Annette

From: Leslie-Burney, Annette
Sent: Monday, December 02, 2019 11:51 AM
To: lisa.miosi@brodart.com
Cc: Pease, Gregory
Subject: REJECTION NOTICE: ESC-0229-20 ACQUISITIONS, CATALOGING AND PROCESSING OF LIBRARY MATERIALS
Attachments: BRODART.pdf

Lisa, please find the attached rejection letter for the above RFP.

Thank you,

Annette L. Burney
Purchasing Analyst
Procurement Division
Finance and Administration Department
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Ph.: 904-255-8810
Fax: 904-360-8527
Email: aburney@coj.net

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-----Original Message-----
From: P0697@coj.net [mailto:P0697@coj.net]
Sent: Monday, December 02, 2019 10:57 AM
To: Leslie-Burney, Annette
Subject: BRODART

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City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

December 2, 2019

2550 West Tyvola Rd.
Suite 300
Charlotte, NC 28217

NOTIFICATION OF FORMAL BID REJECTION

BIDDER'S NAME: Baker & Taylor LLC

CONTACT NAME: Lee Ann Queen

BID NUMBER: ESC-0229-20

NAME OF BID: Acquisitions, Cataloging and Processing of Library Materials

DATE OPENED: 9/25/19

REASON FOR REJECTION:
Agency recommends rejecting all bids. The RFP will be rebid at a later date. All bidders will be notified when the new bid is advertised.

IF YOU WISH TO PROTEST THE RECOMMENDED REJECTION OF THIS BID, PLEASE RESPOND IN ACCORDANCE WITH THE CITY OF JACKSONVILLE BID PROTEST PROCEDURES. DIRECT ALL PROTEST TO THE RESPECTIVE ANALYST/BUYER, FACSIMILE NUMBER (904) 255-8837.

BUYER'S SIGNATURE: _____
Annette L. Burney

Leslie-Burney, Annette

From: Leslie-Burney, Annette
Sent: Monday, December 02, 2019 11:53 AM
To: queenl@baker-taylor.com
Cc: Pease, Gregory
Subject: REJECTION NOTICE: ESC-0229-20 ACQUISITIONS, CATALOGING AND PROCESSING OF LIBRARY MATERIALS
Attachments: BAKER.pdf

Lee Ann, please find the attached rejection notice for the above RFP.

Annette L. Burney
Purchasing Analyst
Procurement Division
Finance and Administration Department
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Ph.: 904-255-8810
Fax: 904-360-8527
Email: aburney@coj.net

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-----Original Message-----
From: P0697@coj.net [mailto:P0697@coj.net]
Sent: Monday, December 02, 2019 10:57 AM
To: Leslie-Burney, Annette
Subject: BAKER

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Device Name: P0697

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