SINGLE SOURCE AWARD **BID # SS-8231-20**

Subject: Downloadable E-Books and E-Audio Books for the Jacksonville Public Library

Department: Jacksonville Public Library

Description of Purchase:
Recommend approval to increase the single source award with Overdrive, Inc. by $100,000.00 for the purchase of downloadable e-books and e-audio books for the initial three-year period ending May 1, 2023. Total revised estimated expenditure amount not to exceed $3,765,027.08.

Funding for this award to be executed by formal contract amendment and encumbered by the following account: 11402.185106.566010.010454.00000000.00000.0000000

Single Source Award To: Overdrive, Inc.

Price Justification: See attachment

Total Award: $3,765,027.08 **Requisition #:** N/A

Attachments: Recommendation Memo 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

Jacksonville Public Library
Support Services Department
3435 University Blvd N
Jacksonville, FL 32277

MEMORANDUM

TO: Greg Pease
Chief of Procurement

FROM: Stephanie Miller
Senior Manager Library Collections

DATE: February 25, 2022

CC: Tim Rogers
Library Director

Gretchen Mitchell
Deputy Director for Support Services

Leslie Jones
Assistant Director Finance & Administrative Services

RE: **Increase Award/Change Order Request for OverDrive POA-70408-20 / PO 610283-20**

Funding Source: 11402.185106.566010.010454.00000000.00000.0000000

The Jacksonville Public Library requests an increase to OverDrive POA-70408-20/PO 610283-20 in the amount of $100,000 on SS-8231-20 increasing the total amount of the award to $3,765,027.08.

These funds will purchase additional downloadable e-audio books and downloadable e-books for Jacksonville Public Library's customers based on increased demand for e-content.

With your approval, modification of SS-8231-20 will allow for continued purchasing from OverDrive during fiscal year 2022.

Thank you for your consideration.

SINGLE SOURCE AWARD **BID # SS-8231-20**

Subject: Downloadable E-Books and E-Audio Books for the Jacksonville Public Library

Department: Jacksonville Public Library

Description of Purchase:
Recommend approval to increase the single source award to Overdrive, Inc. by $1,113,342.36 for the purchase of downloadable e-books and e-audio books for the initial three-year period ending May 1, 2023. Total revised estimated expenditure amount not to exceed expenditure $3,665,027.08.

Funding Source: 00111.185102.566010.000000.00000000.00000.0000000 – To be executed by formal contract amendment through the Office of General Counsel
Single Source Award To: Overdrive, Inc.

Price Justification: See attachment

Total Award: $3,665,027.08 **Requisition #:** N/A

Attachments: Recommendation Memo 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"

Teresa R. Eibner
CHAIRMAN

11/18/2021
DATE

ACTION OF AWARDING AUTHORITY DATE: 11/19/21

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

SINGLE SOURCE AWARD

BID # SS-8231-20

Subject: Downloadable E-Books and E-Audio Books for the Jacksonville Public Library

Department: Jacksonville Public Library

Description of Purchase
Recommend approval to increase the single source award to Overdrive, Inc. by $500,000.00 for the purchase of downloadable e-books and e-audio books for the initial three-year period ending May 1, 2023
Total revised estimated expenditure amount not to exceed expenditure $2,551,684.72

Funding for this award to be executed by formal contract amendment and encumbered by the following accounts: 00111.185102 566010 000000 00000000.00000 0000000 - $350,000.00;
11408.185101.549006.010009.00000000.00000 0000000 - $150,000.00

Single Source Award To: Overdrive, Inc

Price Justification: See attachment

Total Award: $2,551,684.72 **Requisition #:** N/A

Attachments: Recommendation Memo and Previous Award

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 Rease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE
"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN

DATE 7/29/21

ACTION OF AWARDING AUTHORITY DATE 7/30/21

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

SINGLE SOURCE AWARD

BID # SS-8231-20

Subject: Downloadable E-Books and E-Audio Books for the Jacksonville Public Library

Department: Jacksonville Public Library

Description of Purchase:
Recommend approval to increase the single source award to Overdrive, Inc. by $1,113,342.36 for the purchase of downloadable e-books and e-audio books for the initial three-year period ending May 1, 2023
Total revised estimated expenditure amount not to exceed expenditure $2,051,684.72

Funding Source: 00111.185102.566010.000000.00000000.00000.0000000 - To be encumbered by purchase order

Single Source Award To: Overdrive, Inc.

Price Justification: See attachment

Total Award: $2,051,684.72 **Requisition #:** N/A

Attachments: Recommendation Memo and Previous Award

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 12/10/2020

ACTION OF AWARDING AUTHORITY

DATE 12/11/20

APPROVED ✓ BH

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

SINGLE SOURCE AWARD

BID # SS-8231-20

Subject: Downloadable E-Books and E-Audio Books for the Jacksonville Public Library

Department: Jacksonville Public Library

Description of Purchase
Recommend approval to increase the single source award to Overdrive, Inc. by $534,371.36 for the purchase of additional downloadable e-books and e-audio books for the initial three-year period ending May 1, 2023 Total revised estimated expenditure amount not to exceed expenditure $938,342.36.

Funding Source: 00111 185102.566010.000000 00000000 00000 0000000 - To be encumbered by purchase order

Single Source Award To: Overdrive, Inc

Price Justification: See attachment

Total Award: $938,342 36

Requisition #: N/A

Attachments: Recommendation Memo and Previous Award

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"

Teresa R. Eidson
CHAIRMAN

DATE 9/03/20

Jane R. McCaig

Ruth Ann Reed

ACTION OF AWARDING AUTHORITY

DATE 9/4/20

APPROVED ✓ BH

DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Brian Hughes
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of:
Executive Order No. 2019-02

FORM GF-11J, Revised 12/2007

SINGLE SOURCE AWARD

Subject: Downloadable E-Books and E-Audio Books for the Jacksonville Public Library

BID # SS-8231-20

Department: Jacksonville Public Library

Description of Purchase:
Recommend approval of single source award to Overdrive, Inc. for the purchase of downloadable e-books and e-audio books. Period of service is for three (3) years from date of award. Total not to exceed expenditure amount is $403,971.00.

Funding Source: PLJX011MBBS-06601 - To be encumbered by purchase order

Single Source Award To: Overdrive, Inc.

Price Justification: See attachment

Total Award: $403,971.00

Requisition #: N/A

Attachments: Recommendation Memo, Single Source Request Form and Vendor Letter and Quote

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

for Gregory Pease, Chief
Procurement Division

APPROVAL OF GENERAL GOVERNMENT AWARDS COMMITTEE
"ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS"

CHAIRMAN

DATE 4/30/20

ACTION OF AWARDING AUTHORITY

DATE: 5/1/20

APPROVED

DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

FORM GB-113, Revised 12/2007