

**DESCRIPTION OF INTENDED
SINGLE SOURCE PURCHASE
(PUR 7776)**

AGENCY: Department of State

TITLE: OCLC Bibliographic Database

Short description of the commodity or service desired: Bibilographic Database

CONTACT

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Internal tracking number, if any: DOS-SS-25/26-051

Date posted: 7/2/2025 Last day for receipt of information: 7/28/2025

This description of commodities or contractual services intended for purchase from a single source is posted in accordance with Sections 120.57(3) and 287.057(3), Florida Statutes (F.S.), and will remain posted for a period of at least 15 business days.

Commodity or Contractual Service Required (commodity or United National Standard Products and Services Code (UNSPSC), manufacturer, model, and description, as appropriate):
81111902 - Online database retrieval service

Quantity or Term (as appropriate):

Issuance of Purchase Order - 6/30/2026

Requestor (division, bureau, office, individual, as appropriate):

Division of Library and Information Services

Performance and/or Design Requirements (e.g. intended use, function or application, compatibility, requirements; reference to policy, rule, statute or other act of the Legislature, etc., as appropriate):

Chapter 257.04(4), Florida Statutes states that the Division "shall maintain and provide research and information services for all state agencies." The services we subscribe to through OCLC provide cataloging technical assistance, access to shared cataloging, and resource sharing services.

Intended Single Source:

OCLC Online Center Library Center, Inc., 6565 Kilgour Place, Dublin, OH 43017-3395

Estimated Dollar Amount:

\$82,087.66

Justification for single source acquisition (what is necessary and unique about the product, service or source; steps taken to confirm unavailability of competition, as appropriate):

The services the State Library purchase from OCLC are unique to this vendor. OCLC has attested that they are the sole provider of these services. No other vendor that we are aware of can provide these specific services.

Approved By (names & titles, as appropriate, e.g., requestor, requestor management, information systems, budget, purchasing):

Cathy Moloney, Bureau Chief, Division of Library Information Services

Amy Johnson, Division Director, Division of Library Information Services

Katrina Youman, Purchasing Manager, Division of Administrative Services

Antonio Murphy, Division Director, Division of Administrative Services

John Boynton, Chief Operating Officer, Division of Administrative Services

Prospective vendors are requested to provide information regarding their ability to supply the commodities or contractual services described. If it is determined in writing by the agency, after reviewing any information received from prospective vendors, that the commodities or contractual services are available only from a single source, the agency shall provide notice of its intended decision to enter a single-source purchase contract in the manner specified in Rule 60A-1.045, Florida Administrative Code, and section 120.57(3), F.S.