

SOLE SOURCE REQUEST AND DETERMINATION FORM

This form must be forwarded to the Purchasing Officer for the City of Santa Fe Purchasing Office for processing.

Date: 5/19/15

Prepared By: David Larkins

Title: Contracts Administrator

Vendor Name: Library Ideas, LLC

Address: PO Box 9

City: Vienna

State: VA

Zip Code: 22183

Description of Good/Service to be Procured:

Estimated Cost: \$13,150

Term of Contract: One year

1. Explain why this is the only available source that can be meet the needs of your department.

Library Ideas, LLC, through its Freegal Music subscription service, offers library patrons access to streaming and downloadable music. The Freegal Music service is the only service of its kind that offers music from Sony Music Entertainment's distributed recordings, meaning that library patrons will have access to more than eight million tracks from 28,000 music labels. No other streaming music service offers access to the wide range of choice provided by Freegal's access to Sony Music's catalog.

2. Explain why this vendor is the only available source from which to obtain this product of service.

The company has affirmed (memo from vendor is attached) that there is no other source for this item. Our search for possible vendors proved unsuccessful; or

Other reason, please explain in full. Attach additional sheets, if necessary.

3. Explain why the price is considered fair and reasonable.

The price quoted by the vendor is based on a sliding scale derived from the library's service population and circulation statistics. Because we have a smaller population, our price is towards the lower end of the scale.

4. Describe the efforts made to obtain the best possible price from this sole source vendor for the taxpayers. What (if any) is the total cost savings from the original quote? (Attach additional sheets, if necessary.)

The vendor is charging us on a per-use basis with a cap at \$13,150. In other words, if usage of the service is less than anticipated, we will not pay the full quoted amount, but if usage exceeds expectations, we will pay no more than the quoted amount without losing service.

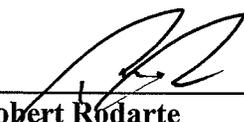
Approvals:

Based on the above facts, the Purchasing Office has made the determination that the justification for the Sole Source procurement is in accordance with Section 13-1-126, NMSA 1978 and will be posted for a 30-day period prior to award.


Robert Rodarte
Purchasing Officer


Date

Pursuant to Section 13-1-126, NMSA 1978, the 30-day posting period of the Notice of Intent to Award this Sole Source request was met and no obligation to the award to the above referenced contractor were received. This Sole Source determination will be valid for a period of one (1) year from the date of the award.



Robert Rodarte Date
Purchasing Director
City of Santa Fe

6/7/0

Required Attachments:

*Letter from Contractor, if applicable



Library Ideas, LLC
P.O. Box 9
Vienna, Virginia 22180

January 27, 2014

To Whom It May Concern:

The Freegal Music Service is copyrighted term, and the service is wholly-owned and operated by Library Ideas, LLC of Fairfax, Virginia USA.

Much of the content distributed on Freegal is from Sony Music Entertainment. As of this writing, Freegal is the sole source of Sony Music Entertainment's distributed recordings, for the purpose of delivering MP3 downloads to registered cardholders of public libraries around the world.

Please let us know if you have any further questions.

Sincerely,

Brian T. Downing
Chief Executive Officer
Library Ideas, LLC
Fairfax, Virginia USA

Before me, the undersigned authority, on this 28th day of January 2014 personally appeared Brian Downing, to me well known to be the person who executed the foregoing instrument, and he/she acknowledged before me that he/she executed the same as his/her voluntary act and deed.

Notary Public

Telephone: 571-730-4300

Fax: 571-730-4305

City of Santa Fe, New Mexico

memo

DATE: May 19, 2015

TO: Robert Rodarte, Purchasing Director ✓

FROM: Patricia Hodapp, Library Division Director

Patricia Hodapp

RE: Sole Source Vendor – Library Ideas, LLC

BACKGROUND

The Library, as part of its mission to the public, provides access to a variety of informational and entertainment media. The Freegal Music subscription service offered by Library Ideas, LLC represents a new way to provide library patrons with music: through a downloadable and streaming subscription service. Freegal Music offers library patrons access to more than eight million tracks from 28,000 music labels. Furthermore, Freegal is the sole service for recordings from Sony Music Entertainment (see attachment).

ACTION REQUESTED

Please approve this request recognizing Library Ideas, LLC as an sole source vendor. Should you have any questions please call David Larkins at ext. 6787.

Thank you.


Approved

6/2/12
Date

Disapproved

Date