



COMMONWEALTH OF VIRGINIA
County of Henrico

DEPARTMENT OF FINANCE
Oscar Knott, CPP, CPPO, VCO
Purchasing Director

February 14, 2024

Ms. Dianah Tsilifonis
EBSCO Information Services LLC
10 Estes Street
Ipswich, MA 01938

RE: Contract #2326E- Library Databases for Henrico Public Schools

Dear Ms. Tsilifonis:

The annual contract the County has with your company to provide **Library Databases for Henrico Public Schools** is due to expire on **June 30, 2024**. Under the terms of the original agreement, this contract may be renewed for an additional one-year period from **July 1, 2024** through **June 30, 2025**.

The County would like to renew this contract at current contract pricing. Please complete the information requested and return to Angie Woodson at woo113@henrico.us by no later than March 8, 2023.

Following the receipt of this information, the County will determine whether it is in our best interest to renew the contract or re-solicit. In addition, if you agree to renew the contract for an additional one-year period, please instruct your insurance agent to provide to my attention a current copy of a certificate of insurance. **Be sure the certificate lists the County as additional insured for the contract work**

If you have any questions, please call me at (804) 501-5637 or email me at Fal51@henrico.us. Your cooperation and prompt response will be appreciated.

Sincerely,

Eileen M. Falcone /acw

Eileen M. Falcone, CPPB
Assistant Division Director

EMF/acw

CONTRACT #2326E- Library Databases for Henrico Public Schools

BUYER NAME: Eileen Falcone

Except for the changes provided herein, all other terms and conditions of this contract remain unchanged and in full force and effect. Please check one of the following:

_____ Yes. Renew the contract for an additional one-year period at current contract pricing.

X Yes. Renew the contract for an additional one-year period at new contract pricing.
(list below or attach new pricing sheet)

Attached.

_____ No. Do not wish to renew the contract. If no, please provide reason below.

Company Name: EBSCO Information Services, LLC

Date: 02/23/2024

Signature: 

Title: Sr. Vice President, Inside Sales

Telephone#: (978) 356-6500

Email: rfpalerts@ebSCO.com

**ATTACHMENT H
BAFO Pricing Scenario**

<p>Name of Offeror: EBSCO Information Services</p> <p>Grades Submitted for: All</p>	<p>Name of Program: Advanced Placement Source</p>	
Scenario	Price	Methodology on how pricing was calculated.
<p>Providing pricing for an annual subscription for a district license for all schools:</p>	<p>\$11,361</p>	<p>EBSCO's pricing is an annual, flat-rate, all-inclusive charge. It is based on unlimited usage, viewing, printing and downloading of content. We use many factors in determining this pricing, including but not limited to the specific database included, FTE, number of locations, and types of libraries. All of these criteria are taken into account, but are not the only factors. A proprietary algorithm is used to determine final pricing.</p>
<p>46 Elementary School (PK-5)—the number of students per grade is:</p> <p>PK-1270 KG -3551 Gr 1-- 3526 Gr.2 -- 3668 Gr. 3 --3586 Gr. 4 -- 3576 Gr. 5 – 3640</p>	<p>\$ Not applicable—pricing is district-wide only</p>	
<p>12 Middle Schools (6-8) —the number of students per grade is:</p> <p>Gr. 6 -- 3700 Gr 7 -- 3840 Gr. 8 – 3952</p>	<p>\$ Not applicable—pricing is district-wide only</p>	
<p>10 High Schools (9-12)—the number of students per grade is:</p> <p>Gr. 9 -- 4431 Gr. 10 -- 3990 Gr. 11 -- 3742 Gr. 12 – 3714</p>	<p>\$ Not applicable—pricing is district-wide only</p>	

Provide pricing for 1 day (6 hours) of on-site professional development training for staff of 25 or above.	\$4,675* <i>*Please note that a single session covers all databases purchased. HCPS will not be charged this fee per database.</i>	Pricing was calculated at a rate of \$150/hour for 3 hours prep time, 6 hours training delivery, 1.5 hours follow-up and 11 hours travel time, plus estimated travel costs.
Provide pricing for 1 day (6 hours) of virtual professional development training for staff of 25 or above.	\$0	Virtual Training is offered at no charge.
Grand Total	\$11,361 \$16,036	(top price calculated with virtual training cost) (bottom price calculated with on-site training cost)
Price per student based on the "Grand total" divided by the number of students the proposal is being submitted for.	\$0.226 \$0.319	(with virtual training) (with on-site training)

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**ATTACHMENT I
BAFO PRICING OPTIONS**

Provide pricing as it relates to the proposed solution	Price
Price per Student	\$ Not applicable—EBSCO does not price per student. Pricing is district-wide
Price per Teacher	\$ Not applicable—EBSCO does not price per teacher. Pricing is district-wide
Price per Classroom	\$ Not applicable—EBSCO does not price per classroom. Pricing is district-wide
Price per Site	\$ Not applicable—EBSCO does not price per site. Pricing is district-wide
Price for District License PreK-5	\$ Not applicable—Pricing is for the entire district, not specific grade levels
Price for District License PreK-8	\$ Not applicable—Pricing is for the entire district, not specific grade levels
Price for District License PreK-12	\$ Not applicable—Pricing is for the entire district, not specific grade levels
Price for District License 6-8	\$ Not applicable—Pricing is for the entire district, not specific grade levels
Price for District License 6-12	\$ Not applicable—Pricing is for the entire district, not specific grade levels
Price for District License 9-12	\$ Not applicable—Pricing is for the entire district, not specific grade levels
1 day of Professional Development—train the trainer model (20 Elementary or Secondary ILCs/ITRTs, 3 Educational Specialist, +1 additional personnel—total of 20±)	\$ Virtual training is free. On-site training cost is specified in Attachment H. EBSCO does not price by number of attendees—as many as can fit in the space may attend for this cost.
1 day of Professional Development—price per teacher/librarian	\$ ^
1 day of Professional Development for elementary or Secondary School Staff—approximately 35-100	\$ ^

**ATTACHMENT H
BAFO Pricing Scenario**

<p>Name of Offeror: EBSCO Information Services</p> <p>Grades Submitted for: All</p>	<p>Name of Program: Complete Online Package</p>	
Scenario	Price	Methodology on how pricing was calculated.
<p>Providing pricing for an annual subscription for a district license for all schools:</p>	<p>\$23,732</p>	<p>EBSCO's pricing is an annual, flat-rate, all-inclusive charge. It is based on unlimited usage, viewing, printing and downloading of content. We use many factors in determining this pricing, including but not limited to the specific database included, FTE, number of locations, and types of libraries. All of these criteria are taken into account, but are not the only factors. A proprietary algorithm is used to determine final pricing.</p>
<p>46 Elementary School (PK-5)—the number of students per grade is:</p> <p>PK-1270 KG -3551 Gr 1-- 3526 Gr.2 -- 3668 Gr. 3 --3586 Gr. 4 -- 3576 Gr. 5 – 3640</p>	<p>\$ Not applicable— pricing is district-wide only</p>	
<p>12 Middle Schools (6-8) -- the number of students per grade is:</p> <p>Gr. 6 -- 3700 Gr 7 -- 3840 Gr. 8 – 3952</p>	<p>\$ Not applicable— pricing is district-wide only</p>	
<p>10 High Schools (9-12) -- the number of students per grade is:</p> <p>Gr. 9 -- 4431 Gr. 10 -- 3990 Gr. 11 -- 3742 Gr. 12 – 3714</p>	<p>\$ Not applicable— pricing is district-wide only</p>	

Provide pricing for 1 day (6 hours) of on-site professional development training for staff of 25 or above.	\$4675* <i>*Please note that a single session covers all databases purchased. HCPS will not be charged this fee per database.</i>	Pricing was calculated at a rate of \$150/hour for 3 hours prep time, 6 hours training delivery, 1.5 hours follow-up and 11 hours travel time, plus estimated travel costs.
Provide pricing for 1 day (6 hours) of virtual professional development training for staff of 25 or above.	\$0	Virtual Training is offered at no charge.
Grand Total	\$23,732 \$28,407	(top price calculated with virtual training cost) (bottom price calculated with on-site training cost)
Price per student based on the "Grand total" divided by the number of students the proposal is being submitted for.	\$0.472 \$0.566	(with virtual training) (with on-site training)

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**ATTACHMENT I
BAFO PRICING OPTIONS**

Provide pricing as it relates to the proposed solution	Price
Price per Student	\$ Not applicable—EBSCO does not price per student. Pricing is district-wide
Price per Teacher	\$ Not applicable—EBSCO does not price per teacher. Pricing is district-wide
Price per Classroom	\$ Not applicable—EBSCO does not price per classroom. Pricing is district-wide
Price per Site	\$ Not applicable—EBSCO does not price per site. Pricing is district-wide
Price for District License PreK-5	\$ Not applicable—Pricing is for the entire district, not specific grade levels
Price for District License PreK-8	\$ Not applicable—Pricing is for the entire district, not specific grade levels
Price for District License PreK-12	\$ Not applicable—Pricing is for the entire district, not specific grade levels
Price for District License 6-8	\$ Not applicable—Pricing is for the entire district, not specific grade levels
Price for District License 6-12	\$ Not applicable—Pricing is for the entire district, not specific grade levels
Price for District License 9-12	\$ Not applicable—Pricing is for the entire district, not specific grade levels
1 day of Professional Development—train the trainer model (20 Elementary or Secondary ILCs/ITRTs, 3 Educational Specialist, +1 additional personnel—total of 20±)	\$ Virtual training is free. On-site training cost is specified in Attachment H. EBSCO does not price by number of attendees—as many as can fit in the space may attend for this cost.
1 day of Professional Development—price per teacher/librarian	\$ ^
1 day of Professional Development for elementary or Secondary School Staff—approximately 35-100	\$ ^

Renewal Products	2024-2025 District Price—BAFO
Advanced Placement Source	\$11,361
Complete Online Package, includes: <ul style="list-style-type: none"> • MAS Complete • Newspaper Source Plus • Consumer Health Complete • TOPICsearch • Education Research Complete • ERIC 	\$23,732

Additional Products	2024-2025 District Price—BAFO
EBSCO Discovery Service	\$30,591
EBSCO eBooks Cricket Collection	\$4,265
Education Source	\$7,880
Ethnic Diversity Source	\$10,244
History Reference Center	\$17,753
Literary Reference Center Plus	\$15,018
Middle Search Plus	\$17,150
Novelist K-8 Plus	\$24,106
Points of View Reference Center	\$11,124
Primary Search	\$21,229
Science Reference Center	\$17,753

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