

MIDDLESEX COUNTY COLLEGE
2600 WOODBRIDGE AVENUE
EDISON, NEW JERSEY 08818

SPECIAL QUOTE # 10318
- LIBRARY EBOOK SERVICE

A. INTENT

These specifications are prepared for the purpose of awarding a contract for the supply of library materials. The specifications are intended to be open and non restrictive and to serve as minimum standards for the purpose of obtaining adequate participation of interested vendors, uniformity in the submission of bids, selection of the most responsible contractor to insure proper execution of this contract. The estimated dollar amount that will be spent during this contract period is \$20,000.00.

B. PERIOD OF CONTRACT

The contract shall cover the period effective July 1, 2016 through June 30, 2017. The College shall have the option to renew for an additional one year period July 1, 2017 through June 30, 2018.

C. METHOD OF AWARD

The Board of Trustees, Middlesex County College, reserves the right to reject any or all bids, and to make selections that are best suited to the requirements of the College Librarian. An award will be based on the following minimum criteria:

1. Provide electronic books (ebooks) at a competitive pricing structure, including any available discounts from publisher's list price. A list or schedule of any such discounts shall be provided.
2. Demonstrate ability to provide a mix of titles and publishers appropriate for a community college library.
3. Enable a range of acquisition models, including subscription, title-by-title perpetual purchase, and demand-driven acquisition (DDA). An option for evidence-based selection (EBA) would also be of interest. The parameters of the DDA and EBA models (including the specific factors that trigger a purchase) shall be outlined in the vendor's proposal.
4. Provide the option for at least one multidisciplinary subscription collection that covers a range of titles and subjects targeted to a lower-division academic (i.e. community college) user group. The annual subscription price for such a collection shall be quoted for Middlesex County College, based on an FTE of 8,641.
5. Offer single-user and multiple-user licensing options for purchase, and allow the library to upgrade to multiple-user licenses on titles already purchased under a single-user license (as permitted by publishers).
6. Provide title-by-title invoices for perpetual ebook purchases, showing list price and discount price.

7. Provide a robust collection development platform to assist librarians in selection of titles for DDA profiles and perpetual purchase. This should include the ability to search for available titles and create DDA profiles using a wide range of parameters, including price, publication date, subject, content level, language, publisher, author, title, etc. Selectors shall have the ability to preview ebook content in order to determine appropriateness for selection.
8. Provide a platform for discovery and use of the ebooks. This should consist of a user-friendly interface for searching and reading the ebooks online, as well as downloading, printing, and copying. Additional desirable features include the ability to create bibliographic citations, the availability of permanent links to specific titles, personal book lists, user-generated annotations, and highlighting of text.
9. Provide a method of obtaining regular statistical reports on ebook collection size, usage, and DDA triggered purchases.
10. Provide full MARC records for all titles accessible to the library's users.
11. Any fees beyond the subscription or purchase cost of the ebooks (for example, any hosting or platform fees) shall be clearly delineated in the proposal.

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