

RECORDED BOOKS

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FACSIMILE TRANSMITTAL SHEET

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TO:  
Sidney Duffy

FROM:  
Karen M. Penn

COMPANY:  
Jefferson Parish Purchasing Dept

DATE:  
2/24/15

FAX NUMBER:  
504-364-2693

TOTAL NO. OF PAGES INCLUDING COVER:

PHONE NUMBER:

SENDER'S REFERENCE NUMBER:

Fax# 410-535-2720

RE:  
Bid # 50-0012584

YOUR REFERENCE NUMBER:  
kpenn@recordedbooks.com

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URGENT     FOR REVIEW     PLEASE COMMENT     PLEASE REPLY     PLEASE RECYCLE

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DATE: 2/23/2015

INVITATION TO BID  
THIS IS NOT AN ORDER

Page: 4

BID NO.: 50-00112584

**JEFFERSON PARISH**

PURCHASING DEPARTMENT  
P.O. BOX 9  
GRETNA, LA. 70054-0009  
504-364-2678

VENDOR: 27118 BLANK BID COPY VENDOR

BUYER: SDuffy

Bids will be received until 11:00 AM, 3/03/2015 via fax: 504-364-2693 or via online at [www.jeffparish.net](http://www.jeffparish.net)

As per LSA-RS 47:301 et seq., all governmental bodies are excluded from payment of sales taxes to any Louisiana taxing body. Quotations shall be based on F.O.B. Agency warehouse or jobsite, anywhere within the Parish as designated by the Purchasing Department.

JEFFERSON PARISH reserves the right to cancel all or any part of an order if not shipped promptly. No charges will be allowed for parking or cartage unless specified in quotation. The order must not be filled at a higher price than quoted. JEFFERSON PARISH reserves the right to cancel at any time and for any reason by issuing a THIRTY (30) day written notice to the contractor.

JEFFERSON PARISH is expecting all products to be new and all work is to be done in a workman-like manner, according to standard practices. Any deviations or alterations from the specifications must be indicated and backup documentation supplied with your quotation.

<b>DELIVERY: FOB JEFFERSON PARISH</b>	
INDICATE DELIVERY DATE ON EQUIPMENT AND SUPPLIES	_____
INDICATE STARTING TIME (IN DAYS) FOR CONSTRUCTION WORK	_____
INDICATE COMPLETION TIME (IN DAYS) FOR CONSTRUCTION WORK	_____

In the event that addenda are issued with this bid, bidders MUST acknowledge all addenda on the bid form. Bidder must acknowledge receipt of an addendum on the bid form as indicated. Failure to acknowledge any addendum on the bid form will result in bid rejection.

Acknowledge Receipt of Addenda: NUMBER: \_\_\_\_\_

NUMBER: \_\_\_\_\_

NUMBER: \_\_\_\_\_

NUMBER: \_\_\_\_\_

LOUISIANA CONTRACTOR'S LICENSE NO.: (if applicable) \_\_\_\_\_

<b>*** ALL BIDDERS MUST COMPLETE SECTION BELOW ***</b>	
FIRM NAME: Recorded Books Inc	
SIGNATURE: (Must be signed here)	TITLE: Bid Coordinator
PRINT OR TYPE NAME: Karen Penn	
ADDRESS: 270 Skipjack Road	
CITY, STATE: Prince Frederick, MD	ZIP: 20678
TELEPHONE: (800) 638-1304	FAX: (410) 535-5499
EMAIL ADDRESS: rip@recordedbooks.com	

TOTAL PRICE OF ALL BID ITEMS: \$ 7782.87

DATE: 2/23/2015

INVITATION TO BID FROM JEFFERSON PARISH - continued

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BID NO.: 50-00112584

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
			ONE YEAR CONTRACT FOR A DIGITAL MAGAZINE SERVICE FOR THE JEFFERSON PARISH LIBRARY DEPARTMENT		
1	1.00	YR	0010 - ANNUAL PLATFORM FEE	\$6000.00	\$6000.00
2	1.00	YR	0015 - American Craft Magazine	\$59.97	\$59.97
3	1.00	YR	0020 - Bicycling Magazine	\$60.00	\$60.00
4	1.00	YR	0025 - Bloomberg Businessweek Magazine	\$89.97	\$89.97
5	1.00	YR	0030 - Cosmopolitan Magazine	\$149.97	\$149.97
6	1.00	YR	0035 - Country Living Magazine	\$59.97	\$59.97
7	1.00	YR	0040 - Dr. Oz the Good Life Magazine	\$59.97	\$59.97
8	1.00	YR	0045 - Dwell Magazine	\$59.97	\$59.97
9	1.00	YR	0050 - Elle Magazine	\$149.97	\$149.97
10	1.00	YR	0055 - Elle Decor Magazine	\$59.97	\$59.97
11	1.00	YR	0060 - Esquire Magazine	\$59.97	\$59.97
12	1.00	YR	0065 - Food Network Magazine	\$59.97	\$59.97
13	1.00	YR	0070 - Good Housekeeping Magazine	\$59.97	\$59.97
14	1.00	YR	0075 - Harper's Bazar Magazine	\$59.97	\$59.97
15	1.00	YR	0080 - HGTV Magazine	\$59.97	\$59.97

DATE: 2/23/2015

INVITATION TO BID FROM JEFFERSON PARISH - continued

Page: 6

BID NO.: 50-00112584

SEALED BID

ITEM NUMBER	QUANTITY	U/M	DESCRIPTION OF ARTICLES	UNIT PRICE QUOTED	TOTALS
16	1.00	YR	0085 - Men's Health	\$90.00	\$90.00
17	1.00	YR	0090 - Mental Floss Magazine	\$83.91	\$83.91
18	1.00	YR	0095 - O, The Oprah Magazine	\$59.97	\$59.97
19	1.00	YR	0100 - Organic Gardening Magazine	\$60.00	\$60.00
20	1.00	YR	0105 - Popular Mechanics Magazine	\$59.97	\$59.97
21	1.00	YR	0110 - Prevention Magazine	\$75.00	\$75.00
22	1.00	YR	0115 - Runner's World Magazine	\$75.00	\$75.00
23	1.00	YR	0120 - Town & Country Magazine	\$41.97	\$41.97
24	1.00	YR	0125 - Vegetarian Times Magazine	\$59.97	\$59.97
25	1.00	YR	0130 - Veranda Magazine	\$52.47	\$52.47
26	1.00	YR	0135 - Women's Health Magazine	\$75.00	\$75.00
27	1.00	YR	0140 - Yoga Journal Magazine	\$59.97	\$59.97

Bid # 50-00112584

Jefferson Parish Library

Digital Magazine Service

The library can set up trial accounts by using the following link.

<http://fs2.formsite.com/Recordedbooks/RBvideos/index.html>

Zinio is a service that allows public libraries to grant patrons access to full digital issues of selected magazines via a digital catalog, with use of a library card.

Magazines are digital copies of print originals and contain the same content.

Patrons can log into their account via app or web browser anywhere with internet access. Issues can be downloaded and read offline.

The entire content is available on servers hosted by Recorded Books.

The Personal Viewer Account is where downloaded magazines are stored. The patron keeps the issues they have downloaded and there are never any holds, checkout periods, or maximum quantities.

The Library Collection Account enables the patron to fully access the Zinio collection and check out any title indefinitely. This account is also where the latest issues of each magazine are located for checkout.

Both accounts are required to properly access Zinio for Libraries.

The Personal Viewer Account enables the patron to read their checkouts on or offline via multiple devices. In order to see which devices are compatible in this account, the patron can change the view from the magazine cover to the List View and a list can be viewed with compatible apps.

Zinio has over 2,221 magazines in their online catalog and titles and publishers are being added on a regular basis.

Patron can download a free App to their desktop or mobile device to view the magazine issues offline after downloading the issue to the App. Direct links to the Apps may be found on the "My Library" screen in the Zinio.com Personal Viewer Account or through your Apps stores.

Zinio is compatible with PC's and Mac's as well as iPhone, iPad, Android, Kindle Fire, and Blackberry Playbook.

Zinio support is available 24 hours a day seven days a week at 877-772-8346 by email at [yourrbdigitalssupport@recordedbooks.com](mailto:yourrbdigitalssupport@recordedbooks.com). There is online training via webinar for further support.

Our reporting options for statistics include number of accesses and logins, magazines viewed by title, and average time per each title. Marketing tools are available for download from our website. They include posters, bookmarks, fliers, and shelf talkers.

## SDuffy

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**From:** Karen Penn <kpenn@recordedbooks.com>  
**Sent:** Friday, March 06, 2015 8:33 AM  
**To:** SDuffy  
**Subject:** Re: Bid #5000112584 One year contract for a Digital Magazine Service for the Jefferson Parish Library Department  
**Attachments:** Jefferson Parish Zinio bid 2015.pdf

Ms. Duffy,

I think I see what is going on. On my tabulation sheets it shows a platform fee of \$6000.00. That plus the magazine subscriptions should equal the total price. I'm sending an electric copy of the bid to you as maybe the fax copy wasn't the greatest and you can see what I mean.

Have a great day,  
Karen

On 5 March 2015 at 14:10, SDuffy <[SDuffy@jeffparish.net](mailto:SDuffy@jeffparish.net)> wrote:

Thank you, look forward to hearing from you.

**From:** Karen Penn [<mailto:kpenn@recordedbooks.com>]  
**Sent:** Thursday, March 05, 2015 12:21 PM  
**To:** SDuffy  
**Cc:** [rfp@recordedbooks.com](mailto:rfp@recordedbooks.com)  
**Subject:** Re: Bid #5000112584 One year contract for a Digital Magazine Service for the Jefferson Parish Library Department

Ms. Duffy,

Due to inclement weather Recorded Books has closed it's offices for the day. I'm unable to access the documents concerning this RFP. When I return to work, I'll contact you with the requested information ASAP.

Karen Penn

On 5 March 2015 at 12:09, SDuffy <[SDuffy@jeffparish.net](mailto:SDuffy@jeffparish.net)> wrote:

Good morning Karen Penn,

In processing the bid tabulation; your bid is out of balance.

Your signature page indicates a Total of all Bid Items to be \$7,782.87 however; the bid amount totals \$1,872.84, can you tell me how you came to the \$7,782.87 amount? This is a big difference.

Please advise.

Thank you,

*Ms. Sidney Duffy, Buyer II*

*Jefferson Parish Purchasing Department*

*General Government Building*

*200 Derbigny Street, Suite 4400*

*Gretna, LA 70053*

*Phone: 504-364-2678 ext. 2682*

*Fax: 504-364-2693*

Please be advised any information provided to Jefferson Parish Government may be subject to disclosure under the Louisiana Public Records Law. Information contained in any correspondence, regardless of its source, may be a public record subject to public inspection and reproduction in accordance with the Louisiana Public Records Law, La. Rev. Stat. 44:1 et seq.

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Karen Penn

School & Library Bid Coordinator

Recorded Books Inc.

270 Skipjack Rd.

Prince Frederick MD, 20678

800-638-1304

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