



**Office of Management and Budget
Division of Purchasing
Non-Competitive Contract Request Form**

Department	Louisville Free Public Library	Department Contact	Belinda Catman
Contact Email	belinda.catman@lfpl.org	Contact Phone	502-574-1845

Contract Type: check one	New	Amendment		
		Additional Funds	Time Extension	Scope
Professional Service	✓			
Sole Source (goods/services)	✓			
	Start	End		
Requested Contract Dates (MM/DD/YYYY)	07/01/2018	06/30/2019		

VENDOR INFORMATION

Vendor Legal Name	ProQuest LP				
DBA					
Point of Contact	Pam Shaloy	Email	pam.shaloy@proquest.com		
Street	789 E Eisenhower Parkway				
Suite/Floor/Apt	PO Box 1346	Phone	800-521-0600 ext. 72535		
City	Ann Arbor	State	MI	Zip Code	48106-1346
Federal Tax ID#		SSN# (If sole proprietor)			
Louisville Revenue Commission Account #					
<u>Human Relations Commission Certified Vendors</u>	Certified Minority Owned Business	Certified Woman Owned business	Disabled Owned business		
Select if applicable					

FINANCIAL INFORMATION

Not to Exceed Contract Amount	\$150,000		(including reimbursement expenses, if applicable)		
Fund Source: General Fund	✓				
Federal Grant		Federal Granting Agency			
Other	✓	Describe:	Donations		
Account Code String #	<input type="text" value="1101"/>	<input type="text" value="730"/>	<input type="text" value="5922"/>	<input type="text" value="591270"/>	<input type="text" value="521114"/>
Payment Rate		per hour		per day	
		per month		Other	
Payment Frequency		Monthly		Upon Completion / Delivery	
		Quarterly	✓	Other	Annual



Office of Management and Budget
Division of Purchasing
Non-Competitive Contract Request Form

CONTRACT SCOPE and PURPOSE (Attach additional documentation if necessary)

Amendments: Describe the circumstances under which a time extension or scope change is needed.

New: Be specific about the work to be performed / product to be purchased including but not limited to: scope of work; description of service; work product created; why the service / product is necessary; and benefit to Louisville Metro Government.

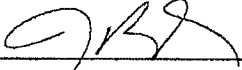
Proquest LLC provides electronic information used by Patrons and staff for reference. Other materials purchased are newspaper databases, current and historical, and microfilm.

JUSTIFICATION FOR NON-COMPETITIVE GOOD/SERVICE (Attach additional documentation if necessary)

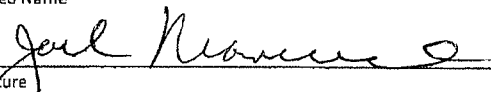
Provide justification including but not limited to: a description of the unique features that prohibit competition; research conducted to verify the vendor as the only known source (sole source); why the service (PSC) is not feasible to be provided by LMG staff or expertise does not exist; known compatibility, proprietary and/or timing issues.

The electronic materials purchased are only available through Proquest LLC. These resources, including the historical Courier-Journal editions have an added value to our Patrons.

AUTHORIZATIONS: Per KRS 45A.380, I have determined that competition is not feasible for the above described good / service and there is a single source within a reasonable geographical area of the good / service to be procured; or the resulting contract is for the services of a licensed professional, technician, artist, or other non-licensed professional service.

Department Director  Date 4/5/18
Signature Jim Blanton

Printed Name

Purchasing Director  Date 4/13/18
Signature Joel Neaveill

Printed Name

AGREEMENT FOR SOLE SOURCE PURCHASE

THIS CONTRACT, made and entered into by and between the **LOUISVILLE/JEFFERSON COUNTY METRO GOVERNMENT**, by and through its **LOUISVILLE FREE PUBLIC LIBRARY**, herein referred to as “**METRO GOVERNMENT**”, and **PROQUEST LLC** with offices located at 789 East Eisenhower Parkway, Ann Arbor, Michigan 48106, herein referred to as “**CONTRACTOR**”,

WITNESSETH:

WHEREAS, the Metro Government wishes to purchase books, audio books, databases and other library materials for use by Library patrons; and

WHEREAS, the Contractor has been determined by the Metro Government to be a sole source to provide same,

NOW, THEREFORE, it is agreed by and between the parties hereto as follows:

I. SCOPE OF WORK

A. Contractor shall, at the request of the Metro Government, provide goods and services under the terms of this Agreement.

B. Contractor shall supply, upon an order from the Metro Government:

- 1.** Books, audio books, databases and other library materials as described by the Metro Government in its orders for same and as described on Attachment A attached hereto and fully incorporated herein.

II. FEES AND COMPENSATION

A. The Metro Government shall pay Contractor for services rendered and goods supplied as agreed to in writing between the parties and as described on Attachment A. Aside from Attachment A, the Library has attempted to define a pricing structure for this Agreement, but has found it cannot do so since the market for the goods to be purchased fluctuates and cannot therefore be committed to writing for the term of this Agreement. The Library and Contractor shall therefore agree in writing to pricing and any other terms for

each transaction they execute. Total compensation payable to Contractor under this Agreement shall not exceed **ONE HUNDRED FIFTY THOUSAND DOLLARS (\$150,000.00)**.

B. Payment shall be made pursuant to Attachment A and also pursuant to Contractor's detailed invoice, itemized by the specifications of each item purchased and any other terms related to the transaction.

C. The Metro Government shall not reimburse out of pocket expenses under this Agreement.

III. DURATION

A. This Agreement shall begin July 1, 2018 and shall continue through and including June 30, 2019.

B. ProQuest's services are offered on a pre-paid annual subscription basis. Therefore, any early termination of this Agreement for Customer's convenience or as a result of non-appropriation of funds shall not obligate ProQuest to refund any pre-paid fees. This Agreement may be terminated by any party, with notice to the non-terminating party, because of fraud, misappropriation, embezzlement or malfeasance or a party's failure to perform the duties required under this Agreement. A waiver by either party of a breach of this Agreement shall not operate or be construed as a waiver of any subsequent breach.

C. In the event of termination, payment for goods and services delivered up to and including date of termination shall be made by the Metro Government.

IV. RECORDS-AUDIT

Contractor shall maintain during the course of the work, and retain not less than five years from the date of final payment on the contract, complete and accurate records of all of Contractor's invoices which are chargeable to the Metro Government under this Agreement; and the Metro Government shall have the right, at any reasonable time and

with notice to contractor, to inspect and audit those records by authorized representatives of its own or of any public accounting firm selected by it. The records to be thus maintained and retained by Contractor shall include Agreements, invoices, payments made to contractor, and other records of the Services provided to Metro Government as may be maintained in the course of business.

V. INDEMNITY AND LIMITATION OF LIABILITY

A. ProQuest shall indemnify and hold Customer harmless from liability for all costs or damages incurred by Customer in any action or threatened action for infringement of an intellectual property right of a third party, relating to or caused by the Service in the form in which it is furnished hereunder, provided that Customer gives ProQuest notice of any suit or threatened suit for infringement brought within twenty (20) days of the day of service of the complaint upon Customer or from the receipt by Customer of notice of a threatened suit and further provided that ProQuest shall control the defense of any such suit. ProQuest shall not be liable hereunder if: (i) any infringement or violation claim is based solely upon the use of the Service in combination with programs, equipment or devices not of ProQuest origin, design or selection; or (ii) any infringement or violation claim arises out of use of the Service in a manner contrary to the rights granted in this Agreement, including use contrary to the Copyright Act of 1976, Title 17 U.S.C. or other intellectual property law.

B. THE MAXIMUM LIABILITY OF PROQUEST AND ITS LICENSORS ARISING OUT OF ANY CLAIM RELATED TO THE SERVICE OR THIS AGREEMENT SHALL BE LIMITED TO THE TOTAL AMOUNT OF FEES RECEIVED BY PROQUEST FROM CUSTOMER IN THE 12 MONTHS IMMEDIATELY PRECEDING THE EVENT GIVING RISE TO SUCH CLAIM. IN NO EVENT SHALL PROQUEST OR ITS LICENSORS BE LIABLE TO CUSTOMER OR ITS AUTHORIZED USERS FOR: (i) ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, PUNITIVE OR SPECIAL DAMAGES; OR

(ii) ANY CLAIM RELATED TO CUSTOMER'S OR ITS AUTHORIZED USERS' USE OF COVER IMAGES OR USER-GENERATED CONTENT PROVIDED AS PART OF THE SERVICE; OR (iii) UNAUTHORIZED USE OF THE SERVICE.

VI. INSURANCE

A. Prior to commencing work, Contractor shall obtain at its own cost and expense the following types of insurance through insurance companies licensed in the State of Kentucky. Insurance written by non-admitted carriers will also be considered acceptable, in accordance with Kentucky Insurance Law (KRS 304.10-040). Workers' Compensation written through qualified group self-insurance programs in accordance with Kentucky Revised Statutes (KRS 342.350) will also be acceptable. The Contractor shall not commence work under this Contract until all insurance required under the Contract Document has been obtained and until copies of policies or certificates thereof are submitted to Metro Government and approved by the Metro Government's Risk Management Division. The Contractor shall not allow any subcontractor to commence work until the insurance required of such subcontractor has been obtained and copies of Certificates of Insurance retained by Contractor evidencing proof of coverages.

Without limiting Contractor's indemnification requirements, it is agreed that Contractor shall maintain in force at all times during the performance of this agreement the following policy or policies of insurance covering its operations, and require subcontractors, if subcontracting is authorized, to procure and maintain these same policies until final acceptance of the work by the Metro Government. Metro Government may require Contractor to supply proof of subcontractor's insurance via Certificates of Insurance, or at Metro Government's option, actual copies of policies.

B. The insurance to be procured and maintained and minimum Limits of Liability shall be as follows, unless different limits are specified by addendum to the contract (and such minimum limits shall not limit access to the full amount of insurance available

(whether through primary, excess or umbrella policies) on the contractors or subcontractors policy(ies), if that/those policy(ies) provide for Limits above the minimum):

1. COMMERCIAL GENERAL LIABILITY: via the Occurrence Form, primary and non-contributory, with a \$1,000,000 Combined Single Limit for any one Occurrence and \$2,000,000 aggregate for Bodily Injury, Personal Injury and Property Damage and Products/Completed Operations, including:
 - a. Premises - Operations Coverage
 - b. Products and Completed Operations
 - c. Contractual Liability
 - d. Broad Form Property Damage
 - e. Independent Contractors Protective Liability
 - f. Personal Injury
2. WORKERS' COMPENSATION (if applicable): insuring the employers' obligations under Kentucky Revised Statutes Chapter 342 at Statutory Limits, and EMPLOYERS' LIABILITY - \$100,000 Each Accident/\$500,000 Disease - Policy Limit/\$100,000 Disease - Each Employee.

C. ACCEPTABILITY OF INSURERS

Insurance is to be placed with Insurance Companies with an A. M. Best Rating of no less than "A- VI", unless proper financial information relating to the Company is submitted to and approved by Metro Government's Risk Management Division.

D. MISCELLANEOUS

1. The Contractor shall procure and maintain insurance policies and shall furnish Certificates of Insurance upon the execution of the Contract. The Certificates shall include the name and address of the person

executing the Certificate of Insurance as well as the person's signature. If policies expire before the completion of the Contract, renewal Certificates of Insurance shall be furnished to Metro Government upon the request of Metro Government.

2. Upon execution of the contract, Certificates of Insurance as required above shall be furnished by Metro Government to:

Louisville/Jefferson County Metro Government
Office of Management and Budget
Louisville Fire Department
611 West Jefferson Street, 3rd Floor
Louisville, Kentucky 40202

3. Upon Renewal of insurance coverage (s), Certificates of Insurance evidencing renewal shall be furnished upon request by Metro Government to:

Louisville/Jefferson County Metro Government
Office of Management and Budget
Risk Management Division
611 West Jefferson Street
Louisville, Kentucky 40202

4. CANCELLATION OR MATERIAL CHANGE OF COVERAGE:
Contractor shall notify Metro Government's Risk Management Division of any policy cancellation within two business days of its receipt of same. Upon any material change (changes that reduce/restrict limit or terms and conditions to your insurance coverage) in coverage as required above, Contractor shall notify Metro Government's Risk Management Division within two business days. If Contractor fails to notify Metro Government as required by this Agreement, Contractor agrees that such failure shall be a breach of this Agreement. Metro Government reserves the right to require the insurance policy(s)

required above to be specifically endorsed to provide notice of cancellation and/or material change of coverage in accordance with policy provisions. When requested by the Metro Government, a copy of the policy endorsement shall be provided to Metro Government's Risk Management Division.

5. Approval of the insurance by Metro Government shall not in any way relieve or decrease the liability of the Contractor hereunder. It is expressly understood that Metro Government does not in any way represent that the specified Limits of Liability or coverage or policy forms are sufficient or adequate to protect the interest or liabilities of the Contractor.

VII. REPORTING OF INCOME

The compensation payable under this Agreement may be subject to federal, state and local taxation. Regulations of the Internal Revenue Service require the Metro Government to report all amounts in excess of \$600.00 paid to non-corporate contractors. Contractor agrees to furnish the Metro Government with its taxpayer identification number (TIN) prior to the effective date of this Agreement. Contractor further agrees to provide such other information to the Metro Government as may be required by the IRS or the State Department of Revenue.

VIII. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of Kentucky. In the event of any proceedings regarding this Agreement, the Parties agree that the venue shall be the state courts of Kentucky or the U.S. District Court for the Western District of Kentucky, Louisville Division. All parties expressly consent to personal jurisdiction and venue in such Court for the limited and sole purpose of

proceedings relating to this Agreement or any rights or obligations arising thereunder. Service of process may be accomplished by following the procedures prescribed by law.

IX. AUTHORITY

The Contractor, by execution of this Agreement, does hereby warrant and represent that he is qualified to do business in the State of Kentucky, has full right, power and authority to enter into this Agreement.

X. CONFLICTS OF INTEREST

Pursuant to KRS 45A.455:

(1) It shall be a breach of ethical standards for any employee with procurement authority to participate directly in any proceeding or application; request for ruling or other determination; claim or controversy; or other particular matter pertaining to any contract, or subcontract, and any solicitation or proposal therefor, in which to his knowledge:

- (a) He, or any member of his immediate family has a financial interest therein;
or
- (b) A business or organization in which he or any member of his immediate family has a financial interest as an officer, director, trustee, partner, or employee, is a party; or
- (c) Any other person, business, or organization with whom he or any member of his immediate family is negotiating or has an arrangement concerning prospective employment is a party. Direct or indirect participation shall include but not be limited to involvement through decision, approval, disapproval, recommendation, preparation of any part of a purchase request, influencing the content of any specification or purchase standard, rendering of advice, investigation, auditing, or in any other advisory capacity.

(2) It shall be a breach of ethical standards for any person to offer, give, or agree to give any employee or former employee, or for any employee or former employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment, in connection with any decision, approval, disapproval, recommendation, preparation of any part of a purchase request, influencing the content of any specification or purchase standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling or other determination, claim or controversy, or other particular matter, pertaining to any contract or subcontract and any solicitation or proposal therefor.

(3) It is a breach of ethical standards for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.

(4) The prohibition against conflicts of interest and gratuities and kickbacks shall be conspicuously set forth in every local public agency written contract and solicitation therefor.

(5) It shall be a breach of ethical standards for any public employee or former employee knowingly to use confidential information for his actual or anticipated personal gain, or the actual or anticipated personal gain of any other person.

XI. ENTIRE AGREEMENT

This Agreement, with ProQuest's Terms and Conditions including its Exhibit A and any applicable Order Form referencing these Terms and Conditions and any Exhibits or Addenda attached hereto or referencing the Agreement, including Exhibit A (Permitted Uses), constitutes the entire agreement and understanding of the parties with respect to the subject matter set forth herein and this Agreement supersedes any and all prior and contemporaneous oral or written agreements or understandings between the parties

relative thereto. No representation, promise, inducement, or statement of intention has been made by the parties that is not embodied in this Agreement. This Agreement cannot be amended, modified, or supplemented in any respect except by a subsequent written agreement duly executed by all of the parties hereto. In the event of a conflict between the terms of this Agreement and the terms in Attachment A and any other document referred to herein, this Agreement shall govern.

XII. SUCCESSORS

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, successors and assigns.

XIII. SEVERABILITY

If any court of competent jurisdiction holds any provision of this Agreement unenforceable, such provision shall be modified to the extent required to make it enforceable, consistent with the spirit and intent of this Agreement. If such a provision cannot be so modified, the provision shall be deemed separable from the remaining provisions of this Agreement and shall not affect any other provision hereunder.

XIV. COUNTERPARTS

This Agreement may be executed in counterparts, in which case each executed counterpart shall be deemed an original and all executed counterparts shall constitute one and the same instrument.

XV. CALCULATION OF TIME

Unless otherwise indicated, when the performance or doing of any act, duty, matter, or payment is required hereunder and a period of time or duration for the fulfillment of doing thereof is prescribed and is fixed herein, the time shall be computed so as to exclude the first and include the last day of the prescribed or fixed period of time. For example, if on January 1, Contractor is directed to take action within ten (10) calendar days, the action must be completed no later than midnight, January 11.

XVI. CAPTIONS

The captions and headings of this Agreement are for convenience and reference purposes only and shall not affect in any way the meaning and interpretation of any provisions of this Agreement.

XVII. VIOLATIONS OF AND COMPLIANCE WITH KENTUCKY LAWS

The Contractor shall reveal any final determination of a violation by the Contractor or subcontractor within the previous five (5) year period pursuant to KRS Chapters 136, 139, 141, 337, 338, 341 and 342 that apply to the Contractor or subcontractor. The Contractor shall be in continuous compliance with the provisions of KRS Chapters 136, 139, 141, 337, 338, 341 and 342 that apply to the Contractor or subcontractor for the duration of the contract.

WITNESS the agreement of the parties hereto by their signatures affixed hereon.

APPROVED AS TO FORM AND
LEGALITY CONTINGENT UPON
METRO COUNCIL APPROVAL
OF THE APPROPRIATION FOR
THIS AGREEMENT:

LOUISVILLE/JEFFERSON COUNTY
METRO GOVERNMENT


MICHAEL J. O'CONNELL
JEFFERSON COUNTY ATTORNEY

Date: 4/25/18


JOEL NEAVEILL, DIRECTOR, PURCHASING
DEPARTMENT

Date: 5/3/18

LOUISVILLE FREE PUBLIC LIBRARY


JAMES BLANTON, DIRECTOR

Date: 5/0/18

PROQUEST, LLC

By: 
Dawn Branham
Title: Sr. Manager, Customer Support

Date: 01 MAY 2018

Taxpayer Identification No.
(TIN): 39-2053855

Louisville/Jefferson County
Revenue Commission Account
No.: _____

ATTACHMENT A



Renewal Details

System ID: Q-00253594 US1744480

It's Time to Renew Your ProQuest Subscription

We hope your users are enjoying the ProQuest subscription you've carefully selected for them. We'd like to remind you that your account is up for renewal. Renew today so your users enjoy uninterrupted access to the products and services they rely on.

Ready to renew? now.

Product Name	Code	Start Date	End Date	Price
The Wall Street Journal	WSJPQD	7/1/2018	6/30/2019	10,600.00 USD
New York Times	PDNYOF	7/1/2018	6/30/2019	8,370.00 USD
Louisville Courier Journal (Gannett)	LOUISVILLECOUR	7/1/2018	6/30/2019	11,700.00 USD
Total Price:				30,670.00USD

Billing Information: Please review your billing address to ensure its accuracy.	Shipping Information: Please confirm the shipping address is accurate.
Lisa Dekker lisa.dekker@lfpl.org Louisville Free Public Library Collection Services 301 York St Louisville KY United States 40203-2205	Lisa Dekker lisa.dekker@lfpl.org Louisville Free Public Library Collection Services 301 York St Louisville KY United States 40203-2205
<u>Electronic Invoice Recipient(s):</u> Lisa Dekker lisa.dekker@lfpl.org	<u>Electronic Renewal Recipient(s):</u> Lisa Dekker lisa.dekker@lfpl.org
<i>If your subscribing institution requires the use of Purchase Orders, please indicate below.</i> Purchase Order # Billing Information Notes	Tax Exempt #

Renewals Notes:

New! Simplify your future renewals and invoices

4/24/2018 6:47 PM

- **Manage your subscriptions with EasyRenew:** Receive uninterrupted access to your products in the future – without any work on your end. to use our new service.
- **Access your invoices online:** View or download a two-year history of your ProQuest invoices, or submit an inquiry or dispute quickly and easily. the ProQuest Invoice Portal today.

For payment questions, please contact us at 1-734-997-4170.

All contract prices are exclusive of any applicable taxes. ProQuest LLC will assess, collect and remit VAT, GST and sales tax, as applicable, on the sale of taxable goods and services to non-exempt customers in accordance with local laws in taxing jurisdictions where ProQuest is registered for such taxes, to the extent that ProQuest is obligated to assess tax. In situations where the product is taxable but ProQuest, as a US supplier, is not obligated to assess tax, the purchaser should apply the reverse charge mechanism, where applicable, to self-assess any taxes due.



Renewal Details

System ID: Q-00250682 US10031565

It's Time to Renew Your ProQuest Subscription

We hope your users are enjoying the ProQuest subscription you've carefully selected for them. We'd like to remind you that your account is up for renewal. Renew today so your users enjoy uninterrupted access to the products and services they rely on.

Ready to renew? now.

Product Name	Code	Start Date	End Date	Price
Statistical Abstract of the United States Online Edition	STATINSSA	7/1/2018	6/30/2019	1,660.00 USD
Total Price: 1,660.00USD				

Billing Information: Please review your billing address to ensure its accuracy.	Shipping Information: Please confirm the shipping address is accurate.
Louisville Free Public Library 301 York St Louisville KY United States 40203-2205	Lisa Dekker lisa.dekker@lfpl.org Louisville Free Public Library 301 York St Louisville KY United States 40203-2205
<u>Electronic Invoice Recipient(s):</u> Lisa Dekker lisa.dekker@lfpl.org	<u>Electronic Renewal Recipient(s):</u> Lisa Dekker lisa.dekker@lfpl.org
<i>If your subscribing institution requires the use of Purchase Orders, please indicate below.</i> Purchase Order #	Tax Exempt #

Renewals Notes:

New! Simplify your future renewals and invoices

- **Manage your subscriptions with EasyRenew:** Receive uninterrupted access to your products in the future – without any work on your end. to use our new service.
- **Access your invoices online:** View or download a two-year history of your ProQuest invoices, or submit an inquiry or dispute quickly and easily. the ProQuest Invoice Portal today.

For payment questions, please contact us at 1-734-997-4170.

All contract prices are exclusive of any applicable taxes. ProQuest LLC will assess, collect and remit VAT, GST and sales tax, as applicable, on the sale of taxable goods and services to non-exempt customers in accordance with local laws in taxing jurisdictions where ProQuest is registered for such taxes, to the extent that ProQuest is obligated to assess tax. In situations where the product is taxable but ProQuest, as a US supplier, is not obligated to assess tax, the purchaser should apply the reverse charge mechanism, where applicable, to self-assess any taxes due.



Renewal Details

System ID: Q-00250485 US10027381

It's Time to Renew Your ProQuest Subscription

We hope your users are enjoying the ProQuest subscription you've carefully selected for them. We'd like to remind you that your account is up for renewal. Renew today so your users enjoy uninterrupted access to the products and services they rely on.

Ready to renew? now.

Product Name	Code	Start Date	End Date	Price
HNP Nashville Tennessean Continuing Service Fee	S1HNNTEN	7/1/2018	6/30/2019	0.00 USD
HNP Louisville Courier Journal Continuing Service Fee	S1HNLCL	7/1/2018	6/30/2019	2,600.00 USD
HNP Cincinnati Enquirer	HNCE	7/1/2018	6/30/2019	0.00 USD
HNP New York Times with Index Continuing Svc Fee	S1HNNTWI	7/1/2018	6/30/2019	2,600.00 USD
Total Price:				5,200.00USD

Billing Information: Please review your billing address to ensure its accuracy.	Shipping Information: Please confirm the shipping address is accurate.
Lisa Dekker lisa.dekker@lfpl.org Louisville Free Public Library Library Collection Services 301 York St Louisville KY United States 40203-2205	Lisa Dekker lisa.dekker@lfpl.org Louisville Free Public Library Library Collection Services 301 York St Louisville KY United States 40203-2205
Electronic Invoice Recipient(s): Lisa Dekker lisa.dekker@lfpl.org	Electronic Renewal Recipient(s): Lisa Dekker lisa.dekker@lfpl.org
<i>If your subscribing institution requires the use of Purchase Orders, please indicate below.</i> Purchase Order #	Tax Exempt #
Billing Information Notes	

Renewals Notes:

4/24/2018 6:45 PM

New! Simplify your future renewals and invoices

- **Manage your subscriptions with EasyRenew:** Receive uninterrupted access to your products in the future – without any work on your end. to use our new service.
- **Access your invoices online:** View or download a two-year history of your ProQuest invoices, or submit an inquiry or dispute quickly and easily. the ProQuest Invoice Portal today.

For payment questions, please contact us at 1-734-997-4170.

All contract prices are exclusive of any applicable taxes. ProQuest LLC will assess, collect and remit VAT, GST and sales tax, as applicable, on the sale of taxable goods and services to non-exempt customers in accordance with local laws in taxing jurisdictions where ProQuest is registered for such taxes, to the extent that ProQuest is obligated to assess tax. In situations where the product is taxable but ProQuest, as a US supplier, is not obligated to assess tax, the purchaser should apply the reverse charge mechanism, where applicable, to self-assess any taxes due.



Renewal Details

System ID: Q-00253485 US1733988

It's Time to Renew Your ProQuest Subscription

We hope your users are enjoying the ProQuest subscription you've carefully selected for them. We'd like to remind you that your account is up for renewal. Renew today so your users enjoy uninterrupted access to the products and services they rely on.

Ready to renew? now.

Product Name	Code	Start Date	End Date	Price
HeritageQuest Online	HQO	7/1/2018	6/30/2019	6,960.00 USD
Total Price: 6,960.00USD				

Billing Information: Please review your billing address to ensure its accuracy.	Shipping Information: Please confirm the shipping address is accurate.
Lisa Dekker lisa.dekker@lfpl.org Louisville Free Public Library Collection Services 301 York St Louisville KY United States 40203-2205	Lisa Dekker lisa.dekker@lfpl.org Louisville Free Public Library Collection Services 301 York St Louisville KY United States 40203-2205
<u>Electronic Invoice Recipient(s):</u> Lisa Dekker lisa.dekker@lfpl.org	<u>Electronic Renewal Recipient(s):</u> Lisa Dekker lisa.dekker@lfpl.org
<i>If your subscribing institution requires the use of Purchase Orders, please indicate below.</i> Purchase Order # Billing Information Notes	Tax Exempt #

Renewals Notes:

New! Simplify your future renewals and invoices

- **Manage your subscriptions with EasyRenew:** Receive uninterrupted access to your products in the future – without any work on your end. to use our new service.
- **Access your invoices online:** View or download a two-year history of your ProQuest invoices, or submit an inquiry or dispute quickly and easily. the ProQuest Invoice Portal today.

For payment questions, please contact us at 1-734-997-4170.

All contract prices are exclusive of any applicable taxes. ProQuest LLC will assess, collect and remit VAT, GST and sales tax, as applicable, on the sale of taxable goods and services to non-exempt customers in accordance with local laws in taxing jurisdictions where ProQuest is registered for such taxes, to the extent that ProQuest is obligated to assess tax. In situations where the product is taxable but ProQuest, as a US supplier, is not obligated to assess tax, the purchaser should apply the reverse charge mechanism, where applicable, to self-assess any taxes due.



Renewal Details

System ID: Q-00253177 US1677608

It's Time to Renew Your ProQuest Subscription

We hope your users are enjoying the ProQuest subscription you've carefully selected for them. We'd like to remind you that your account is up for renewal. Renew today so your users enjoy uninterrupted access to the products and services they rely on.

Ready to renew? now.

Product Name	Code	Start Date	End Date	Price
Culturegrams Online	CLTGRMO	7/1/2018	6/30/2019	3,760.00 USD
				Total Price: 3,760.00USD

Billing Information: Please review your billing address to ensure its accuracy.	Shipping Information: Please confirm the shipping address is accurate.
Louisville Free Public Library Collection Services 301 York St Louisville KY United States 40203-2205	Louisville Free Public Library Collection Services 301 York St Louisville KY United States 40203-2205
<u>Electronic Invoice Recipient(s):</u> Lisa Dekker lisa.dekker@lfpl.org	<u>Electronic Renewal Recipient(s):</u> Lisa Dekker lisa.dekker@lfpl.org
<i>If your subscribing institution requires the use of Purchase Orders, please indicate below.</i> Purchase Order # Billing Information Notes	Tax Exempt #

Renewals Notes:

New! Simplify your future renewals and invoices

- **Manage your subscriptions with EasyRenew:** Receive uninterrupted access to your products in the future – without any work on your end. to use our new service.
- **Access your invoices online:** View or download a two-year history of your ProQuest invoices, or submit an inquiry or dispute quickly and easily. the ProQuest Invoice Portal today.

For payment questions, please contact us at 1-734-997-4170.

All contract prices are exclusive of any applicable taxes. ProQuest LLC will assess, collect and remit VAT, GST and sales tax, as applicable, on the sale of taxable goods and services to non-exempt customers in accordance with local laws in taxing jurisdictions where ProQuest is registered for such taxes, to the extent that ProQuest is obligated to assess tax. In situations where the product is taxable but ProQuest, as a US supplier, is not obligated to assess tax, the purchaser should apply the reverse charge mechanism, where applicable, to self-assess any taxes due.

4/24/2018 6:49 PM

Lisa Dekker

From: Pam Shaloy <Pam.Shaloy@proquest.com>
Sent: Tuesday, April 17, 2018 10:25 AM
To: Lisa Dekker
Subject: RE: ProQuest Renewal Notice - Louisville Free Public Library

Hi Lisa,

Your Digital Microfilm renewal is now due. Please reply with your intent to renew and we will invoice you. I look forward to hearing from you.

Louisville Free Public Library

Contract Number	Bill To Number	Description	Price	Start Date	End Date	Current Exp. Date	Currency	Ship To Account	Tax
900040992	151033	Courier Journal Microfilm Vol Year 2018 + Digital Microfilm Package	5,085.42	04/2018	03/2019	3/1/2018	USD	Louisville Free Public Library	

Please do not hesitate to contact me if you have any questions or concerns. Once again, thank you for your continued support of ProQuest products and services.

Sincerely,



Pam Shaloy – Senior Account Manager, Public Library Sales
ProQuest | 789 E. Eisenhower Parkway | Ann Arbor, MI USA 48106-1346
E: pshaloy@proquest.com Office: 800-521-0600 x74086 Fax 866 650 2915
Better research. Better learning. Better insights.



Renewal Details

System ID: Q-00253671 US1750823

It's Time to Renew Your ProQuest Subscription

We hope your users are enjoying the ProQuest subscription you've carefully selected for them. We'd like to remind you that your account is up for renewal. Renew today so your users enjoy uninterrupted access to the products and services they rely on.

Ready to renew? now.

Product Name	Code	Start Date	End Date	Price
Ancestry Library	ANCLIB	7/1/2018	6/30/2019	12,400.00 USD
Total Price:				12,400.00USD

Billing Information: Please review your billing address to ensure its accuracy.	Shipping Information: Please confirm the shipping address is accurate.
Lisa Dekker lisa.dekker@lfpl.org Louisville Free Public Library Collection Services 301 York St Louisville KY United States 40203-2205	Lisa Dekker lisa.dekker@lfpl.org Louisville Free Public Library Collection Services 301 York St Louisville KY United States 40203-2205
Electronic Invoice Recipient(s): Lisa Dekker lisa.dekker@lfpl.org	Electronic Renewal Recipient(s): Lisa Dekker lisa.dekker@lfpl.org
<i>If your subscribing institution requires the use of Purchase Orders, please indicate below.</i> Purchase Order #	Tax Exempt #
Billing Information Notes	

Renewals Notes:

New! Simplify your future renewals and invoices

- **Manage your subscriptions with EasyRenew:** Receive uninterrupted access to your products in the future – without any work on your end. to use our new service.
- **Access your invoices online:** View or download a two-year history of your ProQuest invoices, or submit an inquiry or dispute quickly and easily. the ProQuest Invoice Portal today.

For payment questions, please contact us at 1-734-997-4170.

All contract prices are exclusive of any applicable taxes. ProQuest LLC will assess, collect and remit VAT, GST and sales tax, as applicable, on the sale of taxable goods and services to non-exempt customers in accordance with local laws in taxing jurisdictions where ProQuest is registered for such taxes, to the extent that ProQuest is obligated to assess tax. In situations where the product is taxable but ProQuest, as a US supplier, is not obligated to assess tax, the purchaser should apply the reverse charge mechanism, where applicable, to self-assess any taxes due.