



# Fiscal Year 2011 FEDLINK's Direct Express Option

## Alert Summary

More than 60 online services vendors participate in FEDLINK's Direct Express program. Similar to making a purchase using the GSA schedule, FEDLINK customers can place orders directly with online services vendors via the Direct Express option. Under this streamlined purchasing process, products and service offerings are as comprehensive as always—electronic database publications, document delivery services, associated print publications and specialized access options.

## Revolving Fund Establishes Authority for Direct Express

As a federal revolving fund program authorized under the Library of Congress' Fiscal Operations Improvement Act, P.L. 106-481, section 103 (2 U.S.C. section 182c), the Library of Congress FEDLINK program can provide: (1) The procurement of commercial information services, publication in any format, and library support services; (2) Related accounting services; (3) Related education, information, and support services to federal offices and to other organizations entitled to use federal sources of supply. In addition to interagency transfers for Transfer Pay services, FEDLINK can accept fees from federal agencies that have "passed through" a vendor and have been earned for facilitating federal purchasing, i.e., the vendors pay the FEDLINK administrative fees.

To establish this option, FEDLINK negotiated Indefinite Delivery Indefinite Quantity (IDIQ) contracts and Basic Ordering Agreements (BOAs) on a sole source basis with Database service vendors. The FEDLINK IDIQ contracts and Basic Ordering Agreements establish the vendors as sole source for their product/service offerings. These contract vehicles allow the government to place orders for an indefinite quantity of commercially available supplies or services during a fixed period.

## Place the Order Directly With the Vendor

With Direct Express, the member agency's contracting official may simply cite the FEDLINK contract number on their agency purchase order and send it directly to the vendor. When citing FEDLINK procurement vehicles, members are responsible for executing all contract actions in accordance with applicable regulations. For Federal Procurement Data System (FPDS) reporting, the LC/FEDLINK Agency ID is 0300; the IDIQ contract and BOA numbers are provided below.

For IDIQ contracts, no FBO synopsis or further competition is required on purchases over \$25,000. When comparing two vendors with similar database offerings, customers may want to compare prices or choose a vendor based upon their interface.

For Basic Ordering Agreements, a synopsis on FedBizOpps ([www.fbo.gov](http://www.fbo.gov)) is required before placing orders over \$25,000 in



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accordance with FAR 16.703 and FAR 5.203(d). The Direct Express BOAs are identified with a "G" in the contract number. An FBO synopsis is posted under the Special Notice category and may be worded as follows:

*"The (Requesting Agency) intends to issue a delivery order against existing LC/FEDLINK Basic Ordering Agreement #LC09G7XXX with (Vendor's Name) for (description of product/service) Services will be continued through September 30, 2010. NO SOLICITATION DOCUMENT EXISTS. No telephone calls will be accepted. Written responses should include prices and technical data sufficient to determine capability. No award will be based on any offer or proposal received in response to this notice. For further information on the Library of Congress' FEDLINK program, please visit [www.loc.gov/flicc](http://www.loc.gov/flicc)."*

The vendor receives the purchase order, sets up the customer's account and promptly issues passwords and/or authorization numbers. The vendor will then invoice the FEDLINK customer directly against their agency's purchase order. The customer's agency finance office pays the invoice (and any interest penalties) and reports disbursements to the customer. FEDLINK does not issue statements of account for Direct Express purchases.

The vendor pays the FEDLINK administrative fee of 0.75% of total quarterly Direct Express sales. The fee is included in the contract award price(s) and reflected in the total amount charged to ordering activities. Direct Express customers are responsible for initiating the purchase, managing delivery of the products and services, and paying invoices.

### **FEDLINK Vendors Participate in Direct Express**

The following vendors have contracts with FEDLINK to accept Direct Express orders. (See the chart below.) These same vendors are also available under Transfer Pay mode but are no longer available through the FEDLINK Direct Pay option.

Vendors Offering Direct Express and Transfer Pay Options  
(Vendor ID follows vendor name, Contract #)

ABC-CLIO, LLC - GP LC09D7035  
Access Innovations - QA LC10D7023  
Acquisition Solutions - AQ LC09D7051  
American Chemical Society - CA LC09D7028  
Argosy Group, LLC - UC LC09D7021  
Association for Computing Mach. - QC LC10C7117  
Books24x7/SkillSoft Corp. - TF LC09G7062  
BRILL - BI LC10D7019  
Business Monitor International - MI LC10D7022  
Bureau of National Affairs - NA LC09D7004  
CCH - CC - LC11D7012  
Columbia University Press - CO LC09D7036



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Compu.tecture - AS LC09G7009  
Copyright Clearance Center - CR LC09G7600  
Corporate Executive Board - CX - LC10D7009  
CREDO Reference Limited - CD LC09G7107  
CRIBIS Corporation - SM LC09G7003  
CQ Press - QP LC09D7044  
Dialog (LLC) - DI LC09D7101  
Dow Jones - DJ LC10D7006  
Dun & Bradstreet - DU LC09D7052  
East View Information - EV LC09D7033  
Ebrary, Inc. - EY LC09D7104  
EBSCO Publishing - EH LC09D7041  
Economist Intelligence Unit, N. A. - EU LC09D7055  
Elsevier BV - EL LC10D7021  
Emerald Group Publishing - MU LC09G7111  
ERI Economic Research Inst. - ER LC09G7106  
EXPERIAN Information Solutions, Inc. - ES - LC10C7011  
Gale Cengage Learning- GR LC09D7046  
Global Insight - WG LC09D7023  
H. W. Wilson - WI LC09D7016  
IEEE - IE LC09D7011  
IEEE Standards - SI LC09D7011  
IGI Global - IG - LC11G7010  
IHS Global, Inc. - IH LC09D7059  
InfoUSA - AI LC09D7054  
Inventory Locator Service, LLC - IL LC09G7034  
JANE's Information Group - JN LC09D7110  
JSTOR - JS LC09D7031  
Knovel Corporation - KN LC09D7029  
Leadership Directories - LE LC09D7056  
LexisNexis - ML & MQ LC09D7027  
Library Corp., The - LC LC09D7018  
Market Research - MA LC09G7112  
MyiLibrary, LLC - MY LC09D7013  
National Archive Publishing - AN LC09D7017  
Nature Publishing Group - NG LC09D7053  
netLibrary, Inc. - NE LC09D7037  
NewsBank, Inc. - NB LC09G7058  
NewsPoweronline.com - NP LC09G7105  
Org. for Econ. Coop. & Dev. - OE LC09D7038  
Outsell, Inc. - OS LC09D4001  
OverDrive, Inc. - DR LC09D7045  
Ovid Technologies, Inc. - BR LC09D7010  
Peterson's Nelnet - PG LC09D7015

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ProQuest, LLC - UM LC09D7026  
PRS Group, Inc. - PQ - LC08G7002  
Publishing Tech (formerly Ingenta) - CU - LC10D7003  
Questel/Orbit - OR LC09D7040  
R.R. Bowker, LLC - RB LC09D7005  
Reprints Desk, Inc. - RD LC10G7004  
ROLLCALL Inc. - CQ - LC09D7048  
Safari Books Online - SF LC09D7102  
Sage Publications - SG LC09G7060  
SWETs Information Services - SW LC09G7108  
Taylor & Francis - TG LC10G7115  
Thomson Reuters (RIA/PPC) - RI LC09G7103  
TDNet - TD LC09G7022  
West Publishing Corp. - WE LC09D7012  
World Bank - WB LC09D7042

### Transfer Pay Option Offers Customers More Account Options

As cost effective as Direct Express is, most current members will continue to prefer transfer pay mode, which offers them more flexibility in managing their funds and provides more assistance with procurement processes.

Under the Transfer Pay option, customers transfer both FEDLINK administrative fees and estimated annual service dollars to Library of Congress (LC)/FEDLINK via a signed Interagency Agreement (IAA). On behalf of the customer, LC/Contracts issues a delivery order to the vendor in the amount specified on the IAA. After receiving the delivery order, the vendor provides service to the customer and submits the customer's invoices to FEDLINK. FEDLINK reviews the invoices, rejects improper ones, and pays acceptable ones from the customer's account. FEDLINK sends the customer copies of rejected invoices, paid invoices, and a monthly statement of account.

If there are surplus funds in one vendor account, an amendment form can conveniently move these funds to another needed service.

Another major benefit of Transfer Pay is extended order deadlines. Instead of having to fulfill a member's order either by providing services or by issuing delivery orders to vendors prior to the end of the fiscal year, before their funds expire, FEDLINK is able to accept signed IAAs with firm orders late in September every year. In addition, FEDLINK is also authorized to accept IAAs and amendments by fax, pending receipt of originals via courier service or mail. This reduces the lead time necessary to add funds to purchase information products and services at the end of the fiscal year.

### More Information Is Available

**For questions on Direct Express, contact FEDLINK Network Operations by**