



LIBRARY OF
CONGRESS
FEDLINK

FEDLINK Bulletin 2017-6 ~ September 18, 2017

FY2017 End-of-Year Dates Fast Approaching

With the fiscal year ending in just a few days, now is the time to complete your last transactions with FY2017 funds. Each FEDLINK product line has its own deadlines and instructions:

Books -- You must place all individual firm orders with book vendors by September 30, 2017.

Serials -- Because publishers require 6 to 8 weeks of lead time to set up new and renewal subscription orders, FEDLINK must have your final requirements and signed IAA by the following dates to avoid interruptions in serials subscription service. For subscriptions that begin:

November 1, 2017, the deadline is September 1, 2017. (Closed)

December 1, 2017, the deadline is September 15, 2017. (Closed)

January 1, 2018, the deadline is September 22, 2017.

Reminder! Be sure to cite the FEDLINK contract number on Direct Express orders FEDLINK offers Direct Express contracts for bibliographic utilities/OCLC, information retrieval services, foreign language courseware, and serials. These contracts support the federal library community by reducing negotiation time for your agencies. With Direct Express, your agency's contracting official cites the FEDLINK contract number on the agency purchase order, sends it to the vendor, and ensures all contract actions are in accordance with their agency's applicable regulations.

FEDLINK relies on members to cite the latest FEDLINK contract number in this format: LCFYCXXXX. LC indicates Library of Congress and the FY code represents the fiscal year (current contracts number between 13 and 17). The C stands for Contract and XXXX refers to the specific contract. For Federal Procurement Data System (FPDS) reporting, use LC/FEDLINK Agency ID 0300. Please ensure your contract office uses the latest FEDLINK contract number listed in the Vendor Services Directory on the FEDLINK website.

Register Now for Fiscal Year 2018

To register online, point your browser to <http://www.loc.gov/flicc/onlinedoc/preg06.html>. The online system will prompt you for your FEDLINK ID and password (the same password for FEDLINK's ALIX-FS account management system). Be sure to enter your FEDLINK ID in lowercase letters. Once approved by FEDLINK staff, FEDLINK will notify you that the IAA is available to print via your browser's print option. You may then begin your internal authorization process by securing the appropriate signatures required at your agency.

If you have questions concerning your purchasing plans for Fiscal Year 2018 and need information on any of our product lines, please call our fiscal hotline or send your inquiry to

FEDLINK Books: fedlinkbooks@loc.gov

FEDLINK Information Retrieval: fedlinkir@loc.gov

FEDLINK Serials: fedlinkserials@loc.gov

For more information on all other services and programs, please visit our Website at <http://www.loc.gov/flicc> or contact fliccfno@loc.gov.

Need immediate assistance? Contact the Fiscal Hotlines!

Members: 202-707-4900/Vendors: 202-707-4961

101 Independence Avenue, S.E., Washington, DC 20540-4935

Phone: (202) 707-4800 FAX: (202) 707-4818

FEDLINK is pleased to announce that it has completed 2,510 contract actions between May 30, 2017 and September 15, 2017.

