



## 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.

**Information  
Alert 2015-01**

# Fiscal Year 2015 FEDLINK Direct Express Option

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.

FEDLINK negotiated Indefinite Delivery Indefinite Quantity (IDIQ) contracts with Database service vendors. These contract vehicles allow the government to place orders for an indefinite quantity of commercially available supplies or services during a fixed period.

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 numbers are provided below.

For IDIQ contracts, no FBO synopsis 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.

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 including the creation of the sole source justification at the order level, managing delivery of the products and services, and paying invoices.

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## **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.

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

Access Innovations – QA LC14C7123  
Access Intelligence – AE LC14C7158  
Appriss, Inc. – AG LC14C7142  
Argosy Group, LLC – UC LC14C7105  
ASI Government, Inc. – AQ LC14C7112  
ASME – SE LC14C7157  
Bloomberg BNA – NA LC14C7102  
Bloomberg Finance, L.P. – BL LC14C7151  
BRILL – BI LC14C7002  
CCH, Inc. - CC - LC14C7012  
Cengage Learning Gale - GR LC14C7021  
Corporate Executive Board - CX LC14C7113  
CQ ROLL CALL Inc. - CQ LC14C7126  
DAR Partners – DP LC14C7103  
Database USA LLC – DC LC14C7154  
Deep Web Technologies – DE LC14C7003  
Dun & Bradstreet – DU LC14C7120  
East View Information – EV LC14C7155  
EBSCO Publishing – EH LC14C7001  
Economist Intelligence Unit, N. A. - EU LC14C7104  
Elsevier BV – EL LC14C7011  
EXPERIAN Information Solutions, Inc. - ES LC14C7010  
Factiva/Dow Jones – FV LC14C7124  
Facts on File, Inc. - FF LC14C7144  
Fedmine US – FM LC14C7159  
IEEE – IE & SI LC14C7013  
IGI Global - IG LC14C7118  
IHS Global Insight – WG LC14C7115  
IHS Global, Inc. – IH LC14C7015  
IHS JANE's Information Group – JN LC14C7014  
InfoGroup (InfoUSA) – AI LC14C7116  
Informa Research Services - IR LC14C7146  
Infotrieve - NF LC14C7005  
Inside Washington Publishers (IWP) – IW LC14C7133  
Inventory Locator Service, LLC – IL LC14C7007  
Knovel Corporation – KN LC14C7008  
LexisNexis - ML & MQ LC14C7121  
LRP Publications – PS LC14C7016  
Morningstar, Inc. – MG LC14C7111  
MyiLibrary, LLC – MY LC14C7141  
NA Publishing – AN LC14C7019  
NPD Group, The – ND LC14C7006

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NewsBank, Inc. - NB LC14C7127  
New York Times, The – NT LC14C7017  
OCLC – OC LC11C7301  
Outsell, Inc. – OS LC14C7020  
OverDrive, Inc. – DR LC14C7106  
Oxford University Press - OU LC14C7024  
Peterson's Nelnet – PG LC14C7108  
ProQuest, LLC – UM LC14C7149  
Questel/Orbit – OR LC14C7125  
Reprints Desk, Inc. – RD LC14C7101  
Safari Books Online – SF LC14C7143  
Sage Publications – SG LC14C7025  
Sociometrics Corp. – SC LC14C7140  
Stirling Assynt - SR LC14C7004  
TDNet – TD LC14C7009  
Thomson Reuters (RIA/PPC) – RI LC14C7114  
Thomson Reuters Scientific – UD & UI LC14C7122  
West Publishing Corp. – WE LC14C7139  
Wolters Kluwer (Ovid Technologies, Inc.) – BR LC14C7152  
World Bank – WB LC14C7117

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 phone at (202) 707-4850 or by email to [gharris@loc.gov](mailto:gharris@loc.gov). For assistance with your current accounts, please call the FEDLINK Fiscal Hotline at (202) 707-4900.