



Satpal Singh Sidhu
Whatcom County Executive



TO: Brad Bennett, Finance Manager
FROM: Gayle Isaac, Law Librarian
RE: Sole source designation for West subscription
DATE: August 19, 2021

Attached are the WEST subscriber agreements that will require the Executive's approval and your approval as to having sole source standing. This agreement renews and replaces our previous subscriber agreements for both on-line legal research and our print subscription. Both of these subscriber agreements provide access to proprietary legal materials giving the public and our local legal community the tools that facilitate efficient legal research and access to justice.

West is considered the foremost provider of integrated information solutions to the U.S. legal market and has been doing so for more than 145 years. While there are other on-line research tools, West is the only company that can provide the treatises/series that are critical to our legal community. The following is a partial list of the exclusive (proprietary) content we have access to through our current subscriber agreement: Washington Practice Series, West Key Number System, and the Washington Digest. The Washington Practice Series is the most used resource we have in the Law Library and is not available through any other vendors. The same holds true for the Washington Digest and the West Key Number System.

West also allows us to enter into an agreement, in our case it is 36 months, which allows them to prorate the annual cost of these books and bill equal monthly payments. This allows the Law Library to accurately predict our annual costs for the books we maintain rather than have books invoiced and paid for upon receipt which could often lead to budget shortfalls towards the end of the year.

Please provide your written decision below.

SOLE SOURCE DESIGNATION:

APPROVED

DATED:

8/23/21

Thank you.

Approved: _____

Brad Bennett, Finance Manager