

TO: Satpal Singh Sidhu
FROM: Gayle Isaac, Law Librarian
RE: West subscription contract for Law Library
DATE: July 23, 2021

Enclosed is the renewal contract between Whatcom County Law Library and West Publishing for your review and approval.

Background and Purpose

This is a three-year sole source subscription contract with West for online database subscriptions. Sole Source Approval letter is attached. The contract expires July 31, 2024.

Funding Amount and Source

The funding amount is \$3,856.00 per month or \$46,272 annually with a 3 percent increase cap in Year 2 and Year 3, plus the cost of individual hardcopy volumes which is \$519 per month with a 5 percent increase cap in Year 2 and Year 3. The source of funding is generated by the Law Library's statutory allotment from the number of Civil Court Filings in Superior Court and District Court via the general fund.

Differences from Previous Contract

Due to decreased usage related to Covid-19 it has become evident that the Law Library will be able to reduce the number of online subscriptions from five to four. This is an annual savings of \$6, 827.

Thank you.