

TO: Jack Louws, County Executive
FROM: Gayle Isaac, Law Library Operations
RE: West subscription contract for the Law Library
DATE: May 22nd, 2019

Enclosed is the new contract between the Whatcom County Law Library and West Publishing for your review and approval. This contract replaces the previously signed contract from March 2018 and includes two additional licenses as discussed when preparing for the Law Library Relocation Project. No additional funds are being requested.

Background and Purpose

This is a two-year sole source subscription contract with West Publications for online database subscriptions. This contract is based on approved budget allowances from the 2019-2020 budget for the Law Library. The Sole Source Approval letter is attached. The contract expires two years from the date of signing.

Funding Amount and Source

The funding amount is \$4,338 per month or \$52,056 annually, with a 2 percent increase cap in Year 2. 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 and the local Bar Association donations via the general fund.

Differences from Previous Contract

This contract adds two additional software licenses for Westlaw **online only** and is a **two-year** agreement so as to better coincide with the contract for print subscriptions which expires on March 28, 2021.

Thank you.