



# COUNTY OF HUMBOLDT

For the meeting of: 9/10/2019

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File #: 19-1239

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**To:** Board of Supervisors

**From:** Public Defender

**Agenda Section:** Consent

**SUBJECT:**

Agreement with Thomson Reuters West Publishing for Online Research Services

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve the attached agreement between the County of Humboldt Public Defender and Thomson Reuters West Publishing; and
2. Authorize purchasing to execute the attached contract agreement with Thomson Reuters West Publishing for online legal research subscription services.

**SOURCE OF FUNDING:**

General Fund 1100-219-2148 (Public Defender); and

General Fund 1100-246-2148 (Conflict Counsel)

**DISCUSSION:**

The Humboldt County Public Defender Office has contracted many years with Thomson Reuters for online legal research subscription services. The West Proflex subscription allows attorneys to access current California and federal statutory and case law and is a necessary tool in the practice of law that is used daily in both the Public Defender and Conflict Counsel offices. In addition to the online services provided by Thomson Reuters, the Public Defender Offices also receive hard bound legal codes, treatises and practice guides as part of the West Proflex subscription.

The attached Thomson Reuters agreement will remain in full force and effect from September 15, 2019, through September 14, 2022. After much review it was determined that a three-year period was the most beneficial as the agreement caps annual increases at three percent (3%) and contains an additional clause allowing cancelation of the service in the event the Public Defender Offices did not receive adequate appropriation of funds.

**FINANCIAL IMPACT:**

The total cost of this three-year agreement is not to exceed \$70,392. The first year expense of \$22,776

has been included in the fiscal year 2019-20 budget. There is no additional impact to the General Fund. The cost for subscription online services provided pursuant to the terms and conditions of the attached agreement and associated order form will be as follows:

<u>Public Defender</u>	<u>1100219-2148</u>	<u>Monthly</u>	<u>Annual</u>
Year One (FY 2019-20)		\$ 1,266	\$ 15,192
Year Two (FY 2020-21)		\$ 1,304	\$ 15,648
Year Three (FY 2021-22)		\$ 1,343	\$ 16,116
<u>Conflict Counsel</u>	<u>1100246-2148</u>	<u>Monthly</u>	<u>Annual</u>
Year One (FY 2019-20)		\$ 632	\$ 7,584
Year Two (FY 2020-21)		\$ 651	\$ 7,812
Year Three (FY 2021-22)		\$ 670	\$ 8,040

**STRATEGIC FRAMEWORK:**

This action supports your Board’s Strategic Framework by enforcing laws and regulations to protect residents.

**OTHER AGENCY INVOLVEMENT:**

None.

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board may choose not to approve the attached agreement and associated order form for West Proflex subscription services; however, this option is not recommended since it will severely hamper the Public Defender and Conflict Counsel’s ability to provide adequate legal services to the county’s indigent population.

**ATTACHMENTS:**

Online services agreement and order form with Thomson Reuters West Publishing Corporation.

**PREVIOUS ACTION/REFERRAL:**

N/A.