

BOARD MEETING DATE: June 5, 2015

AGENDA NO. 8

PROPOSAL: Execute Sole-Source Contract for Three-Year Service Agreement for SCAQMD Access to On-line Legal Research Libraries

SYNOPSIS: The current service agreement with Thomson Reuters-West to provide SCAQMD with on-line legal research libraries will expire on June 30, 2015. This action is to enter into a new three-year agreement with Thomson Reuters-West. A sole-source contract is recommended since SCAQMD is securing print publications through this agreement at a substantially lower cost than the open market.

COMMITTEE: Administrative, May 8, 2015; Recommended for Approval

RECOMMENDED ACTION:

Authorize the Executive Officer to enter into a three-year agreement with Thomson Reuters-West to provide access to online legal research libraries and print publications in an amount not to exceed \$75,000 per fiscal year for a three-year period.

Barry R. Wallerstein, D.Env.
Executive Officer

KRW:vmr

Background

The District's Legal Office utilizes electronic legal databases in its course of work on the SCAQMD's behalf. Thomson Reuters-West (hereinafter "Thomson") has presented an offer for access to its electronic legal research libraries, as well as print publications, at a substantially discounted rate. In addition, the new contract provides for access to an increased number of electronic legal libraries.

Proposal

The Legal Office seeks to enter into a three-year contract with Thomson Reuters-West. The three-year contract will be funded in the fiscal year beginning July 1, 2015 through

June 30, 2018. Subsequent funding will be requested in the budget process for Fiscal Years 2016-17 and 2017-18. The three-year contract price shall not exceed \$225,000.

Sole-Source Justification

SCAQMD Procurement Policy, Section VIII(B)(2), provides for a waiver of formal bid processes under certain circumstances based upon documentation justifying a sole-source award. The award to Thomson Reuters-West is justified pursuant to Procurement Policy Sections VIII(B)(2)(a): the cost of labor for preparation of the described documents exceed the possible savings that could be derived from such detailed documents; and VIII(B)(2)(c)(2): the project involves the use of proprietary technology.

Resource Impacts

Sufficient funds will be available in Legal's FY 2015-16 Budget, Subscription Services Account, and subsequent funding for FY 2016-17 and FY 2017-18 to support this contract will be requested in future budgets.