

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

A RESOLUTION awarding a twelve-month term and supply contract for the furnishing of on-line legal publications and legal research services for use by the Prosecuting Attorney's Office, the County Counselor's Office, and the Department of Corrections to Thompson West (West Group) of Eagan, MN, as a sole source purchase.

RESOLUTION #17639, August 1, 2011

INTRODUCED BY James D. Tindall, County Legislator

WHEREAS, section 1030.1, Jackson County Code, 1984, eliminates the requirement for competitive bidding when items to be purchased can be obtained from only one source; and,

WHEREAS, section 1030.1 also requires notification of and approval by the Legislature on such sole source purchases exceeding \$25,000.00; and,

WHEREAS, the Director of Finance and Purchasing recommends a contract with Thompson West (West Group) of Eagan, MN, for the furnishing of on-line legal publications and legal research services for use by the Prosecuting Attorney's Office, the County Counselor's Office, and the Department of Corrections; and,

WHEREAS, the Director of Finance and Purchasing further recommends that it not take competitive bids with regard to said contract for the reason that Thompson West is the only supplier of its proprietary Westlaw on-line legal publications and legal research


services, which services best meet the needs of the user agencies; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri, that award be made as recommended by the Director of Finance and Purchasing, and that the Director be, and is hereby, authorized to execute for the County any documents necessary to the accomplishment of the award; and,


BE IT FURTHER RESOLVED that the Director of Finance and Purchasing be and hereby is authorized to make all payments, including final payment on the contract, to the extent that sufficient appropriations to the using spending agencies are contained in the then current Jackson County budget.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:



Chief Deputy County Counselor



County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution #17639 of August 1, 2011, was duly passed on August 8, 2011 by the Jackson County Legislature. The votes thereon were as follows:

Yeas 8

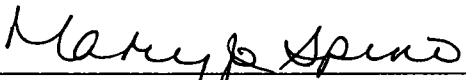
Nays 0

Abstaining 0

Absent 1

8.9.11

Date



Mary Jo Spino, Clerk of Legislature

This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases is subject to annual appropriation.

July 27, 2011

Date



Director of Finance and Purchasing

REQUEST FOR LEGISLATIVE ACTION


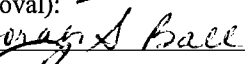

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 17639

Sponsor(s): James D. Tindall

Date: August 1, 2011

<p>SUBJECT</p>	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Twelve Month Term and Supply Contract for the furnishing of On-Line Legal Publications and Legal Research Services to the Thompson West (West Group) of Eagan, Minnesota for use by the Counselor's Office, the Department of Corrections, Prosecuting Attorney's Office and the Family Support Division as a Sole Source.</u></p>																						
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$66,350.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td>\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$66,350.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$</td> </tr> <tr> <td>Source of funding (name of fund) and account code number; FROM / TO</td> <td>FROM ACCT TO ACCT</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input checked="" type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:</p> <table> <tr> <td>Department:</td> <td>Estimated Use: \$</td> </tr> <tr> <td>Counselor's Office</td> <td>\$25,000.00</td> </tr> <tr> <td>Department of Corrections</td> <td>\$26,000.00</td> </tr> <tr> <td>Prosecuting Attorney's Office</td> <td>\$ 13,350.00</td> </tr> <tr> <td>Family Support Division</td> <td>\$ 2,000.00</td> </tr> <tr> <td>Total</td> <td>\$66,350.00</td> </tr> </table> <p>This RLA only approves the term and supply contract; the funds were already appropriated through the annual budget adoption. Figures included in the background section are for informational purposes to provide an estimate of the contract value.</p> <p>Prior Year Budget (if applicable): \$62,251.00 Prior Year Actual Amount Spent (if applicable): \$61,949.00</p>	Amount authorized by this legislation this fiscal year:	\$66,350.00	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$66,350.00	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number; FROM / TO	FROM ACCT TO ACCT	Department:	Estimated Use: \$	Counselor's Office	\$25,000.00	Department of Corrections	\$26,000.00	Prosecuting Attorney's Office	\$ 13,350.00	Family Support Division	\$ 2,000.00	Total	\$66,350.00
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Total	\$66,350.00																						
<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date):</p> <p>Prior resolutions and (date): 17336, August 2, 2010</p>																						
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Supervisor, 881-3253</p>																						
<p>REQUEST SUMMARY</p>	<p>The Counselor's Office, the Department of Corrections, the Prosecuting Attorney's Office and the Family Support Division all require a Term and Supply Contract for On-Line Legal Publications and Legal Research Services. Research by all departments has determined that there is no other vendor providing these services.</p>																						

	<p>Pursuant to Section 1030.1 of the Jackson County Code, 1984, the Director of Finance and Purchasing recommends the Award of a Twelve Month Term and Supply Contract for the furnishing of On-Line Legal Publications and Legal Research Services to Thompson West (West Law) of Eagan, Minnesota for use by the County Counselor's Office, the Department of Corrections, the Prosecuting Attorney's Office and the Family Support Division as a Sole Source Purchase.</p> <p>This award is made on an "as needed" basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases is subject to annual appropriations.</p>	
CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) N/A <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS	Sole Source Memorandums from the Using Departments.	
REVIEW	Department Director:  Finance (Budget Approval): <i>If applicable</i>  Division Manager:  County Counselor's Office:	Date: <i>7/25/11</i> Date: <i>7-25-11</i> Date: <i>7/26/11</i> Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.



OFFICE OF THE COUNTY COUNSELOR

JACKSON COUNTY COURTHOUSE
415 EAST 12TH STREET
KANSAS CITY, MISSOURI 64106

816-881-3355
Fax: 816-881-3398

MEMORANDUM

TO: BARB CASAMENTO

FROM: SUE AKERS
OFFICE OF THE COUNTY COUNSELOR

DATE: JULY 19, 2011

RE: WEST THOMSON- WESTNEXT

The attorneys, law interns and paralegals in the County Counselor's Office access West for online research and online legal publications on a regular basis. Some attorneys also use the West Legal Education Center program to obtain their ongoing education credits that are required for their licensing. This service is necessary so that legal issues can be addressed comprehensively and accurately.

The Office of the County Counselor signed a three year contract with WestNext. The contract is for a 36 month term with a 5% annual rate increase during the term. The three year term began May 1, 2011 with a cost of \$1,820.05 per month for 10 attorney users and 10 staff users. We expect to spend approximately \$25,000.00 on this service in the next fiscal year.

Jackson County Department of Corrections
MEMO



To: Barbara Casamento, Purchasing Supervisor
CC: Kenneth Conlee, Director
Marvin Walker, S.S. Supervisor
Date: 07/18/11
From: L. J. Scott, Manager of Jail Services
Subject: Sole Source Letter

Thompson West is currently the sole source provider of case law for the inmate law library at JCDC. The Thompson West system provides inmates with legal reference material as required by federal law. Case law is provided via software, internet services, and supplemental book updates. There is no other vendor that can provide information via the Thomson West software in the existing network.

We will budget \$26,000 in 2012 in account 001-2701- 57020 to cover Thompson West purchases.

Memorandum

To: Barbara Casamento
CC: Sandi Graybill, Chief of Operations
From: Kevin Harrell, Chief Deputy Prosecuting Attorney
Date: 07/05/2011
Re: WESTLAW LEGAL SERVICES – PROSECUTING ATTORNEY’S SOLE SOURCE VENDOR

The above referenced vendor, **Westlaw Legal Services**, provides necessary legal publications for the Prosecuting Attorney’s office and is our sole source provider. Westlaw Legal Services’ “Southwest Reporter” is the Official Legal Reporter for the State of Missouri. No other publisher publishes Missouri Case Law. Therefore West’s “laws” Reporters and Reference materials are the only vendor we can use.



JEAN PETERS BAKER
Jackson County Prosecuting Attorney

July 5, 2011

Barbara Casamento
Jackson County
Purchasing Supervisor

RE: Term and Supply Contract for Westlaw

Dear Ms. Casamento:

The attorneys in the Family Support Unit use Westlaw for legal research to assist in their legal pleadings for child support. We consider Westlaw to be a sole source of information due to the up to date U.S. Supreme Court opinions, statutes, case law, and law reviews, which we find essential to do our job. In addition, Westlaw provides references to other relevant cases and statutes through its Keynote services that other legal research tools do not offer.

The Family Support Division spends approximately \$2,000.00 annually for their service.

Sincerely,

Brian Test,
Operations Administrator
Jackson County Prosecuting Attorney
Family Support Division
324 E. 11th Street, Suite 1100
Kansas City, MO 64106-2421
Office 816.881.3159
Fax 816.881.3184