



County of Monterey

Item No.

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: A 22-534

October 25, 2022

Introduced: 10/6/2022

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Agreement

- a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute an Agreement with West Publishing Corporation for attorney reference materials including publications for the law library and online reference products for the Department of Child Support Services, for the period of November 1, 2022 through October 31, 2025, for the maximum amount of \$60,750.00.
- b. Accept the non-standard contract provisions and insurance provisions as recommended by County Counsel.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute an Agreement with West Publishing Corporation for attorney reference materials including publications for the law library and online reference products for the Department of Child Support Services, for the period of November 1, 2022 through October 31, 2025, for the maximum amount of \$60,750.00.
- b. Accept the non-standard contract provisions and insurance provisions as recommended by County Counsel.

SUMMARY/ DISCUSSION:

DCSS entered into a non-standard agreement with West Publishing Corporation on November 1, 2016 to October 31, 2019 for attorney reference materials including publications for the law library and online reference products for the Department of Child Support Services, in the amount of \$49,615.93. The agreement expired on October 31, 2019.

On October 22, 2019, DCSS enter into a non-standard renewal agreement with West Publishing Corporation in the amount of \$52,652.69. The agreement is set to expire on October 31, 2022.

DCSS wishes to enter into a new non-standard agreement with West Publishing Corporation, beginning November 1, 2022 to October 31, 2025, in the amount of \$60,750.00 in order to continue with the online access to attorney reference materials needed for the child support process.

OTHER AGENCY INVOLVEMENT:

California Department of Child Support Services has reviewed the agreement for proper management oversight and quality assurance regarding privacy and security. County Counsel, Auditor-Controller

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and Contracts and Purchasing have reviewed and approved the agreement as to legal form, fiscal provisions and insurance requirements, respectively.

FINANCING:

This agreement is funded by Federal (66%) and State (34%) funds and approval of this action does not require County General Fund contributions. Funds for this agreement are included in the Child Support Services' adopted budget for FY 2022-23, with no increase in appropriations required. Transactions relating to future fiscal years will be included in each respective recommended budget.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The request to enter into an agreement supports the County's Administration policy because it allows the department to operate in an efficient and cost effective manner by having online access to attorney reference materials. The request also supports the County's Health and Human Services policy because it has an indirect contribution to improving the health and quality of life of families and children in Monterey County.

Mark a check to the related Board of Supervisors Strategic Initiatives

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Patty Rosales, Accountant II, x8723

Approved by: Darrell McGowan, Director of Child Support Services, x3284

Attachments: 2022-25 West Publishing Corp Agreement

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Darrell McGowan
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