

..Title

- a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign a non-standard renewal 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, 2019 through October 31, 2022, not to exceed the amount of \$52,652.69.

..Report**RECOMMENDATION:**

- b. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign a non-standard renewal 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, 2019 through October 31, 2022, not to exceed the amount of \$52,652.69.

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 is set to expire on October 31, 2019.

DCSS wishes to enter into a non-standard renewal agreement with West Publishing Corporation, beginning November 1, 2019 to October 31, 2022, in the amount of \$52,652.69, 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 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 2019-20, 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: Patricia Vasquez, Accountant II, x8723

Approved by: Jo Ellen Holtzworth, Director, x8721

Attachments: Monterey 2019-22 West Publishing Corp Renewal Agreement 083019