

SINGLE / SOLE SOURCE JUSTIFICATION

Preparation Instructions:

The appropriate department representative must complete the single source form below and forward to their Department Head, or his designee, for approval. Upon approval, forward the sole source justification to the Purchasing Agent for review and final approval. Use additional sheets if necessary.

1. What unique features or capabilities does the product or service offer the County?

The County Attorney's Office is seeking to obtain a contract with Westlaw for legal research purposes. The office currently has a subscription with Thomson Reuters West Publishing for legal books which includes printed copies and on line access. If we obtain services through Westlaw we will be able to view cases directly from the law books.

2. Why are these unique features or characteristics essential and necessary to meet the County's needs?

Subscribers will be able to view case law directly from the legal books they view online. Westlaw access will also provide attorneys guidance to current and former cases and will provide periodical updates on legal changes.

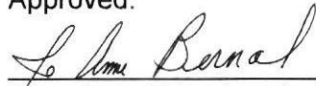
3. What research has been performed to ensure that no other source is capable of fulfilling the requirement? For instance, list other products or services tested our used and indicate why they are not acceptable.

Our office currently utilizes Lexis Nexis for online legal research. Attorneys who review cases and Statutes via the Thompson Reuters West online publication must switch over to Lexis and search for cases. Westlaw will be an efficient tool to expedite attorneys legal work.

4. What steps are being taken to foster competition in future purchases of this product or service?

The County Attorney's office will continue to review other sources/vendors that may become available to provide the online research needs of our office to ensure pricing is competitive.

Approved:



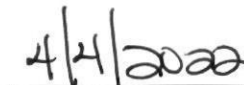
Department Head or designee



Purchasing Agent or designee

04/04/2022

Date



Date