

CB-20-291

### CONTRACT APPROVAL FORM

(Contract Management Use only)

CONTRACT TRACKING NO.  
**CM3002-A1**

#### CONTRACTOR INFORMATION

Name: Thomson Reuters/West Publishing Corporation

Address: 610 Opperman Drive, P.O. Box 64833, Egan, MN 55123-1803

City State Zip

Contractor's Administrator Name: Jeff Humphrey Title: Account Representative

Tel#: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: jeff.humphrey@thomsonreuters.com

#### CONTRACT INFORMATION

Contract Name: Subscription Agreement Contract Value: \$1,079.88/mo (36 mos)

Brief Description: Subscription Agreement - West Proflex

Contract Dates : From: Execution to: 36 months Status: \_\_\_ New \_\_\_ Renew  Amend# \_\_\_ WA/Task Order

How Procured: \_\_\_ Sole Source \_\_\_ Single Source \_\_\_ ITB \_\_\_ RFP \_\_\_ RFQ \_\_\_ Coop. \_\_\_ Other \_\_\_\_\_

#### If Processing an Amendment:

Contract #: CM3002 Increase Amount of Existing Contract: \$319.12/mo

New Contract Dates: No change to No change TOTAL OR AMENDMENT AMOUNT: \$1,399.00/mo

#### APPROVALS PURSUANT TO NASSAU COUNTY PURCHASING POLICY, SECTION 6

- |    |                                     |                  |                        |
|----|-------------------------------------|------------------|------------------------|
| 1. | <u>Michael S. Mullin</u>            | <u>8/26/2021</u> | <u>County Attorney</u> |
|    | Department Head Signature           | Date             | Submitting Department  |
| 2. | <u>[Signature]</u>                  | <u>8/26/2021</u> | <u>01141514-554000</u> |
|    | Procurement                         | Date             | Funding Source/Acct #  |
| 3. | <u>Megan Dill</u>                   | <u>8/27/2021</u> |                        |
|    | Office of Management & Budget       | Date             |                        |
| 4. | <u>Michael S. Mullin</u>            | <u>8/26/2021</u> |                        |
|    | County Attorney/Contract Management | Date             |                        |

Comments: \_\_\_\_\_

#### COUNTY MANAGER – FINAL SIGNATURE APPROVAL

Taco E. Pope AICP 8/27/2021  
Taco Pope Date

#### RETURN ORIGINAL(S) TO CONTRACT MANAGEMENT FOR DISTRIBUTION AS FOLLOWS:

- Original: Clerk's Services; Contractor (original or certified copy)
- Copy: Department
- Procurement
- Office of Management & Budget
- County Attorney/Contract Management
- Clerk Finance



THOMSON REUTERS

**Order Form****Order ID: Q-01361849**Contact your representative [matthew.burch@thomsonreuters.com](mailto:matthew.burch@thomsonreuters.com) with any questions. Thank you.**Sold To Account Address**

Account #: 1003327561  
 NASSAU COUNTY COMM BOARD  
 MICHAEL MULLIN  
 96135 NASSAU PL STE 6  
 YULEE FL 32097-8635 US

"Customer"

**Shipping Address**

Account #: 1003327561  
 NASSAU COUNTY COMM BOARD  
 MICHAEL MULLIN  
 96135 NASSAU PL STE 6  
 YULEE FL 32097-8635 US

**Billing Address**

Account #: 1003327561  
 NASSAU COUNTY COMM BOARD  
 MICHAEL MULLIN  
 96135 NASSAU PL STE 6  
 YULEE, FL 32097-8635 US

This Order Form is a legal document between West Publishing Corporation and Customer. West Publishing Corporation also means "West", "we" or "our" and Customer means "Subscriber", "you", or "I". Subscription terms, if any, follow the ordering grids below.

**ProFlex Modification**

Material #	Product	Agreement #	New Monthly Charges
40757482	West Proflex	0000179757	\$1,399.00

This Order Form modifies the current order form for the products listed above ("Original Order Form"). The terms of this modification will be effective on the date we process the modification. The Monthly Charges will increase to new Monthly Charges identified in the New Monthly Charges column and will begin billing the first of the month following processing. All other terms and conditions of the Original Order Form including, but not limited to, annual monthly charges increases and the length of the term remain unchanged.

If this modification is of a ProFlex under a current WestPack, this Order Form serves as a modification of the Principal product.

If you are licensing banded products, you certify the total number of attorneys (partners, shareholders, associates, contract or staff attorneys, of counsel, and the like), corporate users, personnel or full-time-equivalent students is indicated in the this Order Form. Our pricing for banded products is made in reliance upon your certification. If we learn that the actual number is greater or increases at any time, we reserve the right to increase your charges as applicable.

**Miscellaneous**

**Applicable Law.** If you are a state or local governmental entity, your state's law will apply and any claim may be brought in the state or federal courts located in your state. If you are a non-governmental entity, this Order Form will be interpreted under Minnesota state law and any claim by one of us may be brought in the state or federal courts in Minnesota. If you are a United States Federal Government Customer, United States federal law will apply and any claim may be brought in any federal court.

**Charges, Payments & Taxes.** You agree to pay all charges in full within 30 days of the date of invoice. You are responsible for any applicable sales, use, value added tax (VAT), etc. unless you are tax exempt. If you are a non-government customer and fail to pay your invoiced charges, you are responsible for collection costs including attorneys' fees.

**Excluded Charges And Schedule A Rates.** If you access products or services that are not included in your subscription you will be charged our then-current rate ("Excluded Charges"). Excluded Charges will be invoiced and due with your next payment. For your reference, the current Excluded Charges schedules are located in the below link. Excluded Charges may change from time-to-time upon 30 days written or online notice. We may, at our option, make certain products and services Excluded Charges if we are contractually bound or otherwise required to do so by a third party provider or if products or services are enhanced or if new products or services are released after the effective date of this ordering document. Modification of Excluded Charges or Schedule A rates is not a basis for termination under paragraph 10 of the General Terms and Conditions.

**eBilling Contact.** All invoices for this account will be emailed to your e-Billing Contact(s) unless you have notified us that you would like to be exempt from e-Billing.

**Credit Verification.** If you are applying for credit as an individual, we may request a consumer credit report to determine your creditworthiness. If we obtain a consumer credit report, you may request the name, address and telephone number of the agency that supplied the credit report. If you are applying for credit on behalf of a business, we may request a current business financial statement from you to consider your request.

**Returns and Refunds.** You may return a print product to us within 45 days of the original shipment date if you are not completely satisfied. Please see <http://static.legalsolutions.thomsonreuters.com/static/returns-refunds.pdf> or contact Customer Service at 1-800-328-4880 for additional details regarding our policies on returns and refunds.

**Product Specific Terms.** The following products have specific terms which are incorporated by reference and made part of this Order Form if they apply to your order. They can be found at <https://static.legalsolutions.thomsonreuters.com/static/ThomsonReuters-General-Terms-Conditions-PST.pdf>. If the product is not part of your order, the product specific terms do not apply. If there is a conflict between product specific terms and the Order Form, the product specific terms control.

- Campus Research
- Contract Express
- Hosted Practice Solutions
- ProView eBooks
- Time and Billing
- West km Software
- West LegalEdcenter
- Westlaw
- Westlaw Doc & Form Builder
- Westlaw Paralegal
- Westlaw Patron Access
- Westlaw Public Records

**Acknowledgement: Order ID: Q-01361849**

Taco E. Pope AICP  
Signature of Authorized Representative for order

County Manager  
Title

Taco E. Pope, AICP  
Printed Name

8/27/2021  
Date

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This Order Form will expire and will not be accepted after 10/10/2021.

 <b>THOMSON REUTERS</b>	<h2>Attachment</h2> <h2>Order ID: Q-01361849</h2> <p>Contact your representative <a href="mailto:matthew.burch@thomsonreuters.com">matthew.burch@thomsonreuters.com</a> with any questions. Thank you.</p>
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### Payment, Shipping, and Contact Information

**Payment Method:**

Payment Method: Bill to Account

Account Number: 1003327561

**Order Confirmation Contact (#28)**

Contact Name: Gilbert, Susan

 Email: [sgilbert@nassaucountyfl.com](mailto:sgilbert@nassaucountyfl.com)
**Shipping Information:**

Shipping Method: Ground Shipping - U.S. Only

**eBilling Contact**

Contact Name Susan Gilbert

 Email [sgilbert@nassaucountyfl.com](mailto:sgilbert@nassaucountyfl.com)

ProFlex Multiple Location Details			
Account Number	Account Name	Account Address	Action
1003327561	NASSAU COUNTY COMM BOARD	96135 NASSAU PL STE 6 YULEE FL 32097-8635 US	Existing

### Modifications to ProFlex

Material Number	Product Title	Agreement Number	Quantity	Unit	Subscription Type
40757482 40757481	West Proflex	0000179757	1	Each	Exist
41933492 41933493	Practical Law, Enterprise access, Government	0000179757	2	Attorneys	Exist
42077755 42077754	Westlaw All Analytical, Enterprise access, Government	0000179757	2	Attorneys	Exist
41933475 41933477	Westlaw Litigation Collection, Enterprise access, Government	0000179757	2	Attorneys	Exist
42510228 42510229	Westlaw Edge National Primary Law, Enterprise access, Government	0000179757	2	Attorneys	Exist

Account Contacts			
Account Contact First Name	Account Contact Last Name	Account Contact Email Address	Account Contact Customer Type Description

**Certificate Of Completion**

Envelope Id: 9C165F7B22434155B7A2847F0680FA17  
 Subject: Please DocuSign: CM3002-A1.pdf  
 Source Envelope:  
 Document Pages: 4  
 Certificate Pages: 3  
 AutoNav: Enabled  
 EnvelopeId Stamping: Enabled  
 Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Status: Completed

Envelope Originator:  
 Amber Carter  
 acarter@nassaucountyfl.com  
 IP Address: 50.238.237.26

**Record Tracking**

Status: Original  
 8/26/2021 4:03:25 PM  
 Holder: Amber Carter  
 acarter@nassaucountyfl.com  
 Location: DocuSign

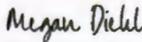
**Signer Events**

Signer Events	Signature	Timestamp
Michael S. Mullin mmullin@nassaucountyfl.com County Attorney Nassau County BOCC Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 8/26/2021 4:06:58 PM Viewed: 8/26/2021 4:07:51 PM Signed: 8/26/2021 4:07:55 PM

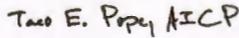
**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

Brian Simmons bsimmons@nassaucountyfl.com Manager, Procurement Nassau County BOCC Security Level: Email, Account Authentication (None)	  Signature Adoption: Uploaded Signature Image Using IP Address: 50.238.237.26	Sent: 8/26/2021 4:07:56 PM Viewed: 8/26/2021 6:43:39 PM Signed: 8/26/2021 6:43:44 PM
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**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

Megan Diehl mdiehl@nassaucountyfl.com OMB Director Nassau County BOCC Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 8/26/2021 6:43:46 PM Viewed: 8/27/2021 11:04:33 AM Signed: 8/27/2021 11:05:59 AM
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**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

Taco E. Pope, AICP tpope@nassaucountyfl.com County Manager Nassau County BOCC Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 50.238.237.26	Sent: 8/27/2021 11:06:01 AM Viewed: 8/27/2021 11:37:25 AM Signed: 8/27/2021 11:37:34 AM
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**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp
<p><b>Intermediary Delivery Events</b></p> <p><b>Intermediary Delivery Events</b></p> <p><b>Certified Delivery Events</b></p> <p><b>Carbon Copy Events</b></p>		
<p>Jeff Humphrey jeff.humphrey@thomsonreuters.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<b>COPIED</b>	Sent: 8/27/2021 11:37:36 AM
<p>Amber Carter acarter@nassaucountyfl.com Nassau County BOCC Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<b>COPIED</b>	Sent: 8/27/2021 11:37:36 AM
<p>Susan Gilbert sgilbert@nassaucountyfl.com Nassau County BOCC Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<b>COPIED</b>	Sent: 8/27/2021 11:37:37 AM
<p>Brenda Linville blinville@nassauclerk.com Nassau County Clerk Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<b>COPIED</b>	Sent: 8/27/2021 11:37:38 AM
<p>Peggy Snyder psnyder@nassauclerk.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<b>COPIED</b>	Sent: 8/27/2021 11:37:39 AM
<p>Melissa Lucey mlucey@nassauclerk.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<b>COPIED</b>	Sent: 8/27/2021 11:37:39 AM
<p>Heather Nazworth hnazworth@nassauclerk.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<b>COPIED</b>	Sent: 8/27/2021 11:37:40 AM
<p>Jennifer Marlatt jmarlatt@nassauclerk.com Security Level: Email, Account Authentication (None)</p>	<b>COPIED</b>	Sent: 8/27/2021 11:37:41 AM

<b>Carbon Copy Events</b>	<b>Status</b>	<b>Timestamp</b>
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**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Tina Barnett  
tbarnett@nassauclerk.com

**COPIED**

Sent: 8/27/2021 11:37:41 AM

Security Level: Email, Account Authentication  
(None)

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

<b>Witness Events</b>	<b>Signature</b>	<b>Timestamp</b>
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<b>Notary Events</b>	<b>Signature</b>	<b>Timestamp</b>
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<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
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Envelope Sent	Hashed/Encrypted	8/26/2021 4:06:58 PM
Certified Delivered	Security Checked	8/27/2021 11:37:25 AM
Signing Complete	Security Checked	8/27/2021 11:37:34 AM
Completed	Security Checked	8/27/2021 11:37:41 AM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
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