



## Fwd: Form submission from: Sole Source Procurement Justification Form

4 messages

**Mailbox, CPE Purchasing** <purchasing.mailbox@iowa.gov>  
 To: Randy Worstell <randy.worstell@iowa.gov>

Thu, Jul 15, 2021 at 10:56 AM

Please review and proceed accordingly.

----- Forwarded message -----

From: **DAS ~ Iowa** <purchasing.mailbox@iowa.gov>  
 Date: Mon, Jul 12, 2021 at 11:39 AM  
 Subject: Form submission from: Sole Source Procurement Justification Form  
 To: <purchasing.mailbox@iowa.gov>

Submitted on Monday, July 12, 2021 - 11:39

Submitted by user:

Submitted values are:

## --Basic Details--

Date Appeared : 12 July 2021  
 Agency Name: Iowa Department of Corrections  
 Contact Name: Stephen Dick  
 Telephone: 5157255703  
 E-mail: [steve.dick@iowa.gov](mailto:steve.dick@iowa.gov)  
 Vendor: Lexis Nexis  
 Amount: \$83,000.00  
 Agency Approval: Steve Dick, Financial Manager

## --Questionnaire--

- 1) Has this item(s) already been purchased? No
- 2) Has the vendor ever been an employee of the State of Iowa? No
- 3) What is the item, and what function does it serve? Legal law library for our incarcerated population.
- 4) Explain why the recommended vendor is the only one qualified to provide the requested item(s) at the exclusion of all others, i.e. what makes this vendor uniquely qualified? Lexis-Nexis is the only vendor that can allow access to this through a hard drive that is uploaded quarterly by ATG to their servers and blasted out to the prisons. The DOC cannot use the traditional web-based system to ensure operational security measures are in place to prevent the incarcerated population from circumventing the system and gaining access to the World Wide Web.
- 5) Describe the research that has been completed to insure that no other competition exists. Provide names of vendors contacted who are unable to provide the item(s) or perform the service.: In the past responses to this procurement it was determined that Lexis-Nexis was the only vendor that was able to meet the ability to provide the legal law library through a hard drive rather than using a web-based system.
- 6) Have you requested a contract with the vendor at any time during the past twelve months? We have had a previous contract covering the period from July 2020 - June 2021 at a cost of \$83,000.
- 7) How did you determine that the vendor's price was reasonable? Lexis Nexis has been used by the Iowa DOC for several years and we have not had a price increase in several years. Also, research shows that the other big player in the field, WestLaw, is traditionally more expensive than Lexis-Nexis.
- 8) Which of the following best describes this sole source procurement? You may select more than one.: One vendor is the only one qualified or eligible or is quite obviously the most qualified or eligible to provide the good. (Must state how determined.)
- 9) Explain how this procurement fits the sole source situation(s) selected above.: As explained above this vendor is the only one capable of providing the legal law library on a hard drive to be uploaded by ATG to their servers and sent out to the (9) prisons.
- 10) Please define financial impact of Approval: This is a required right of the incarcerated population and would satisfy this obligation by the DOC.
- 11) Please define financial impact of Denial: By not having this service/contract in place we would risk lawsuits by the incarcerated population for not providing access as required. Please attach a copy of potential vendor agreement for DAS review:

The results of this submission may be viewed at:

<https://das.iowa.gov/node/31/submission/12968>

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TO BE COMPLETED BY DAS CPB PROCUREMENT SERVICES

CPB Purchasing Agent Name:

Telephone:

Email:

Recommendation of Approval:  
State reason:

Date:

Forward to DAS Chief Procurement Officer.

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TO BE COMPLETED BY DAS CHIEF PROCUREMENT OFFICER

Recommendation of Approval:  
State reason:

Date:

Forward to DAS Director and copy Purchasing Agent.

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TO BE COMPLETED BY DAS DIRECTOR

Recommendation of Approval:  
State reason:

Date:

Forward to: [purchasing.mailbox@iowa.gov](mailto:purchasing.mailbox@iowa.gov)

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**Worstell, Randy** <[randy.worstell@iowa.gov](mailto:randy.worstell@iowa.gov)>  
To: "Mailbox, CPE Purchasing" <[purchasing.mailbox@iowa.gov](mailto:purchasing.mailbox@iowa.gov)>

Fri, Jul 16, 2021 at 1:36 PM

TO BE COMPLETED BY DAS CPB PROCUREMENT SERVICES

CPB Purchasing Agent Name: Randy Worstell  
Telephone: 515-443-3004  
Email: [randy.worstell@iowa.gov](mailto:randy.worstell@iowa.gov)

Recommendation of Approval: Yes, Please Approve  
State reason: After researching this in preparation to go out for rebid, I found numerous suppliers (Matthew Bender & Co Inc - Lexis-Nexis) providing the Legal Law content but only one supplier that provides the content in the digital (external secure harddrive) format required by the Iowa Department of Corrections. Security requirements verified with Michael Savala, General Counsel/Inspector General, Iowa Department of Corrections.

Date: 07/15/2021  
[Quoted text hidden]

[Quoted text hidden]



**Randy Worstell, Purchasing Agent**  
Iowa Department of Administrative Services  
Central Procurement and Fleet Services Enterprise  
Office: 515-443-3004  
[randy.worstell@iowa.gov](mailto:randy.worstell@iowa.gov)  
<https://das.iowa.gov>

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**Meyer, Allen** <[allen.meyer@iowa.gov](mailto:allen.meyer@iowa.gov)>  
To: Adam Steen <[adam.steen@iowa.gov](mailto:adam.steen@iowa.gov)>  
Cc: Karl Wendt <[karl.wendt@iowa.gov](mailto:karl.wendt@iowa.gov)>, Randy Worstell <[randy.worstell@iowa.gov](mailto:randy.worstell@iowa.gov)>

Tue, Jul 20, 2021 at 1:0

Director Steen,

I am forwarding a sole source request with recommendation to approve. This is for an annual subscription for a law library made accessible to incarcerated individuals within Department of Corrections.

Let me know if you have any questions or concerns.

Respectfully,

Al Meyer



**Allen L. Meyer, Chief Operating Officer**  
Iowa Department of Administrative Services  
Central Procurement and Fleet Services  
Enterprise  
Office: 515-725-2272 | Mobile: 515-829-9301  
[allen.meyer@iowa.gov](mailto:allen.meyer@iowa.gov)  
<https://das.iowa.gov>

BE GREEN -- Please consider the environment before printing this e-mail.

----- Forwarded message -----

From: Mailbox, CPE Purchasing <purchasing.mailbox@iowa.gov>  
Date: Mon, Jul 19, 2021 at 4:25 PM  
Subject: Fwd: Form submission from: Sole Source Procurement Justification Form  
To: Allen Meyer <allen.meyer@iowa.gov>

Hello,  
I solicited proposals for this type of service twice in 2015 and Lexis Nexis was the only respondent each time. I am unable to find any additional providers in this space that completely provide the needed services.  
Karl Wendt

[Quoted text hidden]  
[Quoted text hidden]

<https://das.iowa.gov>

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Respectfully,  
Al Meyer



**Allen L. Meyer, Chief Operating Officer**  
Iowa Department of Administrative Services  
Central Procurement and Fleet Services  
Enterprise  
Office: 515-725-2272 | Mobile: 515-829-9301  
[allen.meyer@iowa.gov](mailto:allen.meyer@iowa.gov)  
<https://das.iowa.gov>

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Attachments area

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**Steen, Adam** <adam.steen@iowa.gov>  
To: "Meyer, Allen" <allen.meyer@iowa.gov>  
Cc: Karl Wendt <karl.wendt@iowa.gov>, Randy Worstell <randy.worstell@iowa.gov>

Tue, Jul 20, 2021 at 1:54 PM

Approved on this end.  
Thank you,  
Adam



**Adam Steen, Director**  
Iowa Department of Administrative Services  
Mobile: 515-720-6176  
[adam.steen@iowa.gov](mailto:adam.steen@iowa.gov)  
<https://das.iowa.gov>

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