



**Request for City Council Committee Action  
from the City Attorney's Office**

**Date:** September 15, 2014

**To:** Council Member Quincy (Chair), and Ways & Means Committee

**Subject:** Amend the contract with Thomson Reuters

**Recommendation:** That the City Council authorize the City Attorney's Office (CAO) to:

- Amend the existing contract with Thomson Reuters for Westlaw and other legal research services, and
- Exercise the option to extend the current contract for two more years.

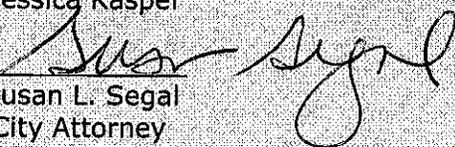
**Previous Directives:**

**Department Information**

Prepared by: Jessica Kasper

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Approved by:

  
Susan L. Segal  
City Attorney

Presenters in Committee: Peter W. Ginder, Deputy City Attorney

**Reviews**

- Permanent Review Committee (PRC): Approval  Date 10/5/11
- Civil Rights Approval Approval  Date 9/28/11

**Financial Impact**

- No financial impact

**Supporting Information**

The contract with Thomson Reuters is for Westlaw and other legal research services. The CAO would like to alter the terms of the existing contract with Thomson Reuters by reducing the number of books in the subscription, and increasing the terms of the online access subscription. Additionally, the CAO would like to exercise the option to extend the current contract with Thomson Reuters for two additional years, extending the current contract through December 31, 2016. The amendment of the contract will increase the costs of the contract this year, but reduce the costs of the contract in 2015 and 2016.

The amount owed for the remainder of 2014 will be increased by an additional \$3,600 for increased online access. This cost for additional online access will be offset in 2015-2016 by the decrease in the book subscription. The costs for the next two years are as follows:

- 2015 - \$92,000
  - 2016 - \$94,000
- Total \$186,000

This will be a savings of approximately \$2,028 from the current terms of the contract if extended for the two years. The contract change will not require an increase to any appropriations.