



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

Date:

To: Ways & Means/Budget Committee

Referral to: None

Subject: Request for Proposals (RFPs) for On-line Legal Research Services

Recommendation: That the City Council authorize the City Attorney to issue a Request for Proposals (RFP) for on-line legal research.

Previous Directives: None

Prepared by: Jay M. Heffern

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Approved by: _____

Jay M. Heffern
City Attorney

Presenter in Committee:

Financial Impact (Check those that apply)

- No financial impact - or - Action is within current department budget.
(If checked, go directly to Background/Supporting Information)
- Action requires an appropriation increase to the Capital Budget
- Action requires an appropriation increase to the Operating Budget
- Action provides increased revenue for appropriation increase
- Action requires use of contingency or reserves
- Other financial impact (Explain):
- Request provided to the Budget Office when provided to the Committee Coordinator

Community Impact:

City Goals: Build Community

Background/Supporting Information Attached

The City Attorney's Office is proposing that the marketplace be tested to ensure that the City is procuring on-line legal research at a cost competitive rate. The City Attorney's Office has contracted with Westlaw since 1996 for these services. The current contract expires on September 30, 2005. The City Attorney's Office requests authority for an RFP to contract for a period of up to three years, in order to meet the continued need for on-line legal research services on a cost competitive basis. On August 25, 2005 the Permanent Review Committee authorized the issuance of a Request for Proposal (RFP) for on-line legal research services for the City Attorney's Office.