



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

Date: October 2, 2002
To: Ways & Means/Budget Committee
Referral to: None

Subject: Request for Authorization for Contract with West Group

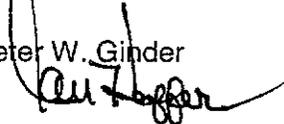
Recommendation: That the City Council authorize the proper City Officials to enter into a contract with the West Group for the provision of WestLaw services.

Previous Directives:

Prepared by: Peter W. Ginder

Phone: 673-2478

Approved by:


Jay M. Heffern
City Attorney

Presenter in Committee: Jay M. Heffern, City Attorney

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

Background/Supporting Information

The City Attorney's Office currently has contracts with West Group for (1) subscriptions to various West Group products on CD-ROM and (2) access to WestLaw. The Civil Rights Department shares in the access to WestLaw and contributes to the payment of the WestLaw billing. The current contract expires on September 30, 2002. The City Attorney's Office contemplates dropping the contract which provides for a subscription to the CD-ROM programs offered by the West Group and only entering into a contract for the WestLaw computerized research system. In this fashion, the City Attorney's Office will receive the same or similar services at a total cost lower than the previous contracts. It is anticipated, even in light of probable rate increases for WestLaw, that there will be a savings of approximately \$450.00 a month using only the WestLaw system. The contract will continue to arrange to have the Department of Civil Rights use WestLaw and that its costs will be billed separately from those of the City Attorney's Office. Therefore, I am requesting that the City Council authorize entering in a new contract with the West Group for the provision of WestLaw services.