



Request for City Council Committee Action from the Department of

Date: December 12, 2011
To: Ways & Means/Budget Committee
Subject: Online Legal Research Services

Recommendation: That the City Council authorize the City Attorney's Office to enter into a three-year contract, with an option for two additional years, with Thomson Reuters for online legal research services.

Previous Directives:

Department Information

Prepared by: Elizabeth Schiltz Phone: (612) 673-2035

Approved by:  Susan L. Segal
City Attorney

Presenters in Committee: Susan L. Segal, City Attorney

Reviews

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

Financial Impact *(delete all lines not applicable to your request)*

- No financial impact

Supporting Information

On October 5, 2011, the Permanent Review Committee authorized the issuance of a Request for Proposal (RFP) for online legal research services for the City Attorney's Office (CAO). The Department of Civil Rights also participates in and pays for a portion of these services. Two responses to the RFP were received. An internal committee of the CAO evaluated the proposals and concluded that Thomson Reuters should be selected because of a number of factors, including their proposed cost. The monthly payment for the online services in the first three years is: \$4,115/month for the first year; \$4,238/month for the second year; and, \$4,366/month the third year. If we sign an online legal research services with Thompson Reuters, we will also receive a 50% discount on all print subscriptions we have with them. We are requesting that your Committee authorize the proper City officials to enter into a three-year contact effective January 1, 2012 through December 31, 2014, with an option for two additional years with Thomson Reuters for online legal research services.