

**XORDINANCE/RESOLUTION REQUEST**

Please email requests to the Mayor’s Legislative Team

at [MileHighOrdinance@DenverGov.org](mailto: MileHighOrdinance@DenverGov.org) by **3:00pm on Monday**. For any questions please contact Skye Stuart.

***\*All fields must be completed.\****

*Incomplete request forms will be returned to sender which may cause a delay in processing.*

**Date of Request:** 4/9/2018

Please mark one:  **Bill Request** or  **Resolution Request**

**1. Has your agency submitted this request in the last 12 months?**

**Yes**  **No**

**If yes, please explain:**

**2. Title:** *(Include a concise, one sentence description – please include name of company or contractor and contract control number - that clearly indicates the type of request: grant acceptance, contract execution, contract amendment, municipal code change, supplemental request, etc.)*

The City Attorney’s Office request a contract amendment for West Publishing dba Thomson West. Contract control number is CE85004. The amendment requests a cap increase of \$950,000.00 for continued use of computer assisted legal research database and other products, as well as extension of the contract till 05/31/2023. We are asking to add additional products to this contract (access to Continued Legal Education on-demand platform and additional licenses of specialized legal software – Case Notebook and Drafting Assistant)

**3. Requesting Agency:** City Attorney’s Office

**4. Contact Person:** *(With actual knowledge of proposed ordinance/resolution.)*

- **Name:** Snezhanna Singleton
- **Phone:** 720-865-8775
- **Email:** Snezhanna.singleton@denvergov.org

**5. Contact Person:** *(With actual knowledge of proposed ordinance/resolution who will present the item at Mayor-Council and who will be available for first and second reading, if necessary.)*

- **Name:** Deanne Durfee
- **Phone:** 720-913-8410
- **Email:** Deanne.durfee @denvergov.org

**6. General description/background of proposed ordinance including contract scope of work if applicable:**

Continued use of computer assisted legal research product which includes Legal Databases and specialized Legal Software which is required for business continuity for the City Attorney’s Office.

**\*\*Please complete the following fields:** *(Incomplete fields may result in a delay in processing. If a field is not applicable, please enter N/A for that field – please do not leave blank.)*

**a. Contract Control Number:** CE85004

**b. Contract Term:** 04/2/2008-05/31/2023

**c. Location:** City-Wide

**d. Affected Council District:** All

**e. Benefits:** Provide access to Legal Databases that facilitate legal research for City Attorney’s Office; provides access to required Continued Legal Education to attorneys; with Case Notebook and Drafting assistant licenses attorneys are able to organize, analyze and share key case documents with greater efficiency.

**f. Contract Amount (indicate amended amount and new contract total):** Previous Cap: 1,275,000.00 Proposed New Cap: \$2,225,000.00

*To be completed by Mayor’s Legislative Team:*

SIRE Tracking Number: RR18 0374

Date Entered: \_\_\_\_\_

7. **Is there any controversy surrounding this ordinance?** (*Groups or individuals who may have concerns about it?*) **Please explain.**

Not Controversial

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