

ORDINANCE/RESOLUTION REQUEST

Please email requests to the Mayor’s Legislative Team
at MileHighOrdinance@DenverGov.org by NOON on Wednesday.

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

Date of Request: August 10, 2010

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: Submitted and was on Mayor Council agenda, after General Government Committee consent, for May 11, 2010, but it was removed from the agenda when we realized that we needed to revise the request. The request was revised and passed Mayor Council on consent on May 25, 2010. Another revision to return to the original ordinance request was deemed necessary, so this request replaces the two prior requests and mirrors the first request in all respects.

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

Amend the contract with West Publishing Corporation, d/b/a Thomson West, CE85004, to revise the online legal research access schedule and the print material discount schedule.

3. Requesting Agency: City Attorney's Office

4. Contact Person: *(with actual knowledge of proposed ordinance)*

- **Name:** Sara King
- **Phone:** 720-865-8750
- **Email:** sara.king@denvergov.org

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

- **Name:** Sara King
- **Phone:** 720-865-8750
- **Email:** sara.king@denvergov.org

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

This first amendment will add access to online Federal Employment Treatises and the Environmental Practitioner Library databases to the monthly guaranteed rate and discontinue online access to the Colorado Elder Practitioner Essentials Library databases under the monthly guaranteed rate. One print material will be added to the 50% discount list, and one will be removed. See attached Executive Summary.

Please include the following:

- a. Duration:** Through end of contract term 4/30/2013
- b. Location:** Not applicable
- c. Affected Council District:** Not applicable
- d. Benefits:** Better online legal research capabilities as a replacement for more expensive print materials, elimination of online legal research databases that are not being utilized, and better pricing for some existing print materials.

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e. **Costs:** The monthly guarantee rate will increase by \$200 effective 5/1/2010 (beginning of period/year 3), and this rate will increase by 2% for each succeeding one year period (periods 4 and 5) through 4/30/2013. These increases in cost are within the current cap amount of this contract, so no adjustment to the cap amount will be made with this amendment.

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

No, and we request that it be placed on consent agenda.

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EXECUTIVE SUMMARY

WEST PUBLISHING CORPORATION, d/b/a THOMSON WEST, CE85004

These services were bid out to providers of online legal research services in the latter part of 2007, and bids were received from West Publishing Corporation and Lexis-Nexis. The West Publishing Corporation bid provided us with the best value and lowest cost. The initial contract term is for five years with an option for up to five one-year renewals. After the initial year, the cost will increase by 2% per year.

The bid also solicited pricing for non-City Attorney’s Office users, and that pricing remains available upon request to West Publishing Corporation by any City agency on a per user basis.

This contract provides services to all of the City Attorney’s Office, including our general fund sections (Municipal Operations, Litigation and Prosecution and Code Enforcement), the Airport Legal Services Section and the Human Services Legal Section. Pricing is for unlimited usage for up to 160 users for a guaranteed monthly rate throughout the term of the contract and any renewals. The original contract was capped at \$650,000. Scheduled costs were set as follows:

Period 1:	\$9,825/month
Period 2:	\$10,021/month
Period 3:	\$10,222/month
Period 4:	\$10,426/month
Period 5:	\$10,635/month

The total amount expended under the above schedule will be \$613,548 over the life of the original contract.

This move to revise our online and print material access is being done to reduce the cost of print materials that the City Attorney’s Office subscribes to annually. By adding \$2,400 in online access costs the first year and revising slightly our print materials costs under this contract, we are effectuating approximately \$6,890 in annual cost savings for print materials and meeting our budget in this area which has been reduced from \$22,000 to \$7,000 over the past two years.

With this amendment, the monthly costs for the remaining three periods will be as follows:

Period 3:	\$10,422/month
Period 4:	\$10,630/month
Period 5:	\$10,843/month

These increases to the guaranteed monthly rate will place the total amount of the contract at \$620,892, which is still within the original cap amount of \$650,000.

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