

# City of Sacramento

## Legislation Text

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File #: 2019-01240, Version: 1

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**Title:**

**Supplemental Agreement:** - Thomson Reuters - Westlaw ProFlex Research

File ID: 2019-01240

**Location:** Citywide

**Recommendation:**

Pass a Motion **ratifying the execution of Contract No. 2018-0444 with Thomson Reuters and** authorizing the City Manager or City Manager's Designee **designee** to execute **supplemental agreement** Contract No. 2018-0444 and 2018-0444-1, **effective July 25, 2019**, with Thomson Reuters for access to **a legal research program** (Westlaw Proflex), in the **an** amount of **not-to-exceed** \$151,320.00 for the **total** three-year term, provided that sufficient funding is available in the budget adopted for the **each** applicable fiscal year.

**Contact:** Angela Kolak, Law Office Administrator, (916) 808-5346, Office of the City Attorney

**Presenter:** None

**Attachments:**

1-Description/Analysis

2-Contract **No. 2018-0444**

3-Supplemental Agreement-**No. 2018-0444-01**

**Description/Analysis**

**Issue Detail:** The City Attorney entered into a contract with Thomson Reuters in FY19 for access to **a legal research program** (Westlaw ProFlex). The agreement was originally processed with the City Clerk for \$48,000 **(the first year cost)**, which would not have required approval by Council, and so approval was not sought for the total cost of services in the first year **for the full term** of the contract. The total commitment over the course of the three-year price agreement contained in the contract is actually \$151,320. The City Attorney is seeking approval for the entire amount of the three-year agreement.

**Policy Considerations:** The recommendations contained in this report are consistent with Sacramento City Code section 3.56.090 which requires City Council approval for agreements where the expenditure equals or is greater than \$100,000.

**Economic Impacts:** None.

**Environmental Considerations:** Not applicable.

**California Environmental Quality Act (CEQA):** The proposed activity is not a project pursuant to the California Environmental Quality Act (CEQA). *The activity is an organizational or administrative activity of government that will not result in direct or indirect physical changes in the environment and is not subject to CEQA.* (CEQA Guidelines section 15378(b)(5).) The activity is an organization or administrative activity of governments that will not result in direct or indirect physical changes in the environment and is not subject to CEQA. CEQA Guidelines section 15060(c)(3).

**Sustainability:** Not applicable.

**Commission/Committee Action:** Not applicable.

**Rationale for Recommendation:** On March 23, 2018, a three-year price agreement for legal research services was signed with Thomson Reuters. While the total amount for one year was \$48,000, the contract *allows for* contains an additional two years of pricing*service* which would take the services *total contract amount* over \$100,000.

**Financial Considerations:** Sufficient funds are available in the City Attorney's FY2019/-20 operating budget (General Fund, Fund 1001) to fund the agreement through June 30, 2020. Contract amounts applicable in subsequent years are subject to funding availability in the adopted budget of the applicable fiscal year.

**Local Business Enterprise (LBE):** Thomson Reuters is not an LBE vendor.

**Background** (Optional - delete if not needed): Start Here