

RESOLUTION 2004-81

AUTHORIZING CONTRACT 2004-032 WITH WEST PUBLISHING CORP. TO PROVIDE LEGAL RESEARCH SERVICES FOR A PERIOD OF THREE YEARS IN AN AMOUNT NOT TO EXCEED \$52,164.00 (GENERAL FUND – LEGAL DEPARTMENT BUDGET)

WHEREAS, the Authority has a recurring requirement to obtain legal research services for use by the legal staff in performing professional duties; and

WHEREAS, the proposal of West Publishing Corp. (aka Westlaw), located at 610 Opperman Drive, Eagan, MN 55123 to provide on-line legal research services for a period of three years was received April 30, 2004; and

WHEREAS, after negotiations, the proposal of West Publishing Corp. to provide on-line legal research service in an amount not to exceed \$52,164.00 was determined to be the most advantageous to the Authority, cost and other factors considered; and

WHEREAS, the General Manager/Secretary-Treasurer deems the negotiated offer of West Publishing Corp., to be in the best interest of the Authority, price and all other factors considered, and recommends acceptance thereof by the Board of Trustees.

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the offer of West Publishing Corp., as negotiated, to provide on-line legal research services, as required, for a period of three years be and the same is hereby accepted.

Section 2. That the General Manager/Secretary-Treasurer of the Authority be and he is hereby authorized to enter into a contract with West Publishing Corp. to provide on-line legal research services, as required, for a period of three years.


Section 3. That said contract shall be payable out of the General Fund, Legal Department budget, in an amount not to exceed fifty-two thousand one hundred sixty-four & 00/100 dollars (\$52,164.00) for a period of three years.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon appropriation of funds for future years; compliance by the contractor to the Specifications and Addenda thereto, if any, the Affirmative Action Plan adopted by the Board of Trustees in Resolution 2003-107; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects West Publishing Corp. will attempt to exceed the 0% minimum DBE goal assigned to this procurement.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: June 15, 2004

  
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President

Attest:   
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CEO, General Manager/Secretary-Treasurer



<b>TITLE/DESCRIPTION:</b> AUTHORIZING CONTRACT 2004-032 WITH WEST PUBLISHING CORP. TO PROVIDE LEGAL RESEARCH SERVICES FOR A PERIOD OF THREE YEARS IN AN AMOUNT NOT TO EXCEED \$52,164.00 (GENERAL FUND – LEGAL DEPARTMENT BUDGET)	<b>Resolution No.:</b> 2004- 81
	<b>Date:</b> June 10, 2004
	<b>Initiator:</b> Legal Department
<b>ACTION REQUEST:</b> <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a contract for providing on-line legal research services, as required, for a period of three years.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority has a recurring requirement to procure on-line legal research services for use by its attorneys, law clerks, and paralegals in performing necessary legal duties. The database must include a variety of federal, state, and local case law and legislative materials.
- 3.0 **PROCUREMENT BACKGROUND:** Two proposals were received in response to the request for proposals. After evaluation by a panel of Authority employees in accordance with established Procurement Department policies and procedures, and after negotiations, the proposal of West Publishing Corp. to provide on-line legal research services for a period of three years was selected as the most advantageous to the Authority.  
  
 West Publishing Corp. has satisfactorily provided on-line legal services to the Authority on previous contracts. Their proposal met every required service parameter listed in the Scope of Services. The format of West Publishing Corp. is considered very user friendly with an excellent database. Their proposed costs are 15% (\$2,982.00/year) lower than the current service provider. Westlaw provides a basic service and offers a premium database at an additional cost for complex issues. They provide a variety of training options as well as research assistance.  
  
 A cost analysis has been performed and the Procurement Department has determined that the pricing of West Publishing Corp. is fair and reasonable to the Authority.
- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 0% DBE goal was established for this procurement due to the lack of DBE availability.
- 5.0 **POLICY IMPACT:** Does not apply.
- 6.0 **ECONOMIC IMPACT:** This contract will be funded through the General Fund, Legal Department budget, in an amount not to exceed fifty-two thousand, one hundred sixty-four & 00/100 dollars (\$52,164.00) for the three-year term. This negotiated price is approximately 14% below the amount budgeted for this project.
- 7.0 **ALTERNATIVES:** Reject this offer. Rejection of this offer will leave the Authority without the ability to electronically research the law and resolve legal issues in a timely manner.

8.0 RECOMMENDATION: It is recommended that the offer of West Publishing Corp. be accepted and the resolution passed authorizing the General Manager/Secretary-Treasurer to enter into a contract.

9.0 ATTACHMENTS: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement Requirements.



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CEO, General Manager/Secretary-Treasurer