

**CITY OF WAUKESHA****Administration**

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Source: City Attorney	Date: 11/15/2016
Common Council Item Number: 16-1684	Date: 11/15/2016
Submitted By: Brian Running, City Attorney	City Administrator Approval: Kevin Lahner, City Administrator Click here to enter text.
Finance Department Review: Rich Abbott, Finance Director Click here to enter text.	City Attorney's Office Review: Brian Running, City Attorney Click here to enter text.
Subject: Contract with Thomson-Reuters for Westlaw legal research service for 2016-2019.	

Details:

The City Attorney's office uses online legal research and has transitioned away from paper publications in the City's law library. Last year at this time, we entered into a one-year contract with Thomson-Reuters for their Westlaw online research service. That contract eliminated all West's paper publications, and added a legal research program called Concourse, which is a program that allows tracking of legal matters and easier collaboration among the lawyers that are working on projects together. The reason for the one-year contract was to try Concourse for one year to see if we got any real use out of it. We have concluded that Concourse is not worth the additional fee. We shopped around for alternatives, the only viable one being Lexis. Lexis offered its service at \$913 per month, whereas our expiring Westlaw contract was at \$1489 a month, and Westlaw originally offered to renew us at ~\$1650 per month. However, Lexis lacks a very important resource, called McQuillin on Municipal Corporations. McQuillin is an authoritative source that all city attorneys use, and it is frequently cited by courts. We consider it a necessity in our law library. We were able to talk Westlaw down from \$1650 to \$1069 per month. Therefore, we get a significant savings over our current contract and keep McQuillin, for only \$156 per month more than Lexis. West also offered an escalator of only 1% per year, down from their initial offer of 3%. Note that McQuillin, purchased separately, is over \$7000. This is a good deal for us. We have cut a significant percentage of our library costs over the last two years.

Options & Alternatives:

We must have a legal research service, there's no option for that. There is only one legal research alternative to Westlaw that is in the same league for quality, and that's Lexis. Lexis would be \$156 per month cheaper than Westlaw. However, as mentioned, Lexis does not offer certain very valuable resources that we deem essential.

Financial Remarks:

The cost of the proposed contract, \$13,154.40 in budget item 1610 53230, is well within the City Attorney office's budget allocation for legal research for 2017.

Staff Recommendation:

The quality of our legal advice is dependent in part on the quality of our legal research resources. We have done a lot of research and concluded that Westlaw is our best option, as have a lot of other city attorney offices in Wisconsin. Even though Westlaw is more costly than Lexis, this proposed contract will still result in an annual savings of about \$5000 over our current contract. We recommend approval of this contract, and authorization for the City Attorney to execute it.