



KENAI PENINSULA BOROUGH

Legal Department

144 North Binkley Street • Soldotna, Alaska 99669-7520

Toll-free within the Borough: 1-800-478-4441, Ext. 2120

PHONE: (907) 714-2120 • **FAX:** (907) 714-2379

www.borough.kenai.ak.us

MIKE NAVARRE
BOROUGH MAYOR

MEMORANDUM

TO: Mike Navarre, Mayor

THRU: Valentina Sustaita, Purchasing & Contracting Director *V. Sustaita*

FROM: Colette Thompson, Borough Attorney *CT*

DATE: May 3, 2017

SUBJECT: Request for Waiver of Formal Bidding Procedures – Computerized Legal Research Contract

The legal department seeks authorization to waive formal bidding procedures per KPB 5.28.300 for the contract renewal with Westlaw for computerized legal research services.

Based primarily on internet searches and general knowledge of other attorney's practices, the only two vendors providing the comprehensive level we need of this service are LexisNexis and Westlaw. We contacted both firms and requested quotes and information about their products. Both companies responded by providing written proposals and Lexis provided an on-line presentation.

We thoroughly evaluated both proposals considering the content of their databases, ease of use, other features offered and cost, and concluded that Westlaw provided a far superior proposal. Westlaw provides access to numerous outstanding publications we frequently use, especially publications specific to municipal law, that Lexis does not offer. Westlaw also has additional search features that speed up our research and are very helpful. The case law provided by Westlaw is further organized by topic making it easier to readily find all cases relevant to the issues being researched.

Our current contract with Westlaw expired on March 1, 2017. In order to access the necessary services for the operations of the legal department as quickly as possible and considering that going out for the formal bidding would not produce different results, we respectfully request authorization to enter into a five-year contract with Westlaw for the provision of these services. The Legal Department negotiated the rates and the total cost of the services for the period of five (5) years is \$67,333.26. The annual cost of the service over the five-year contract period at one percent inflation rate is:

Year	Amount
1	\$13,200.00
2	\$13,332.00
3	\$13,465.32
4	\$13,599.97
5	\$13,735.97

Approved X Not approved _____

Mike Navarre 5/4/2017
Mike Navarre, Borough Mayor Date

FINANCE DEPARTMENT ACCOUNT / FUNDS VERIFIED	
Acct. No.	<u>100.11310.00000.43920</u>
Amount	<u>\$4,400.00 - FY17</u> } Year 1 <u>\$8,800.00 - FY18 *</u> }
By: <u>pp</u>	Date: <u>5/4/17</u>

* Contingent upon Assembly approval of FY2018 budget.

Bib