

State of New York Executive Department
Office Of General Services
Procurement Services Group
Corning Tower Building - 38th Floor
Empire State Plaza
Albany, New York 12242
<http://www.ogs.state.ny.us>

CONTRACT AWARD NOTIFICATION

Title	:	West Group Electronic On-line Databases	
		Group 79124	
		Classification Code(s): 83	
Award Number	:	NEG1427	(Replaces Award S940089)
Contract Period	:	September 1, 2002 through August 31, 2007	
Bid Opening Date:		February 21, 2001	
Date of Issue:		August 21, 2002	
Specification Reference :		As Incorporated In The Database Template	
Contractor Information :		Appears on Page 2 of this Award	

Address Inquiries To:

State Agencies & Vendors	Political Subdivisions & Others
Name : Lucia Lauria Title : Purchasing Officer Phone : 518-474-6789 Fax : 518-486-6867 E-mail : lucia.lauria@ogs.state.ny.us	Customer Services Phone : 518-474-6717 Fax : 518-474-2437 E-mail : customer.services@ogs.state.ny.us

<p>The Procurement Services Group values your input. Complete and return "Contract Performance Report" at end of document.</p>

Description

<p>Westlaw is West Group's online computer-assisted legal, news, and business information research service containing legal databases that include federal and state case law, statutes, regulations, administrative codes, law review articles, and journals as well as non-legal databases, including newspapers, newswires, magazines, journals, newsletters, abstracts, research reports, public filings, and indexes from prominent business intelligence services such as Dow Jones Interactive. The services are similar to West Group's printed material, except that it is provided in electronic format directly on-line, with multi-media dimensions and search options not available in the print publications.</p>
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<u>CONTRACT #</u>	<u>CONTRACTOR & ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.#</u>
PS59604	West Group 610 Opperman Drive Eagan, MN 55123	651-687-5657	41-1426973

Contact: Janet Kennedy E-Mail: janet.kennedy@westgroup.com
Phone: 651-687-5657 Fax: 651-687-5686

Contact for Sales and Billing: Mark E. Johnson E-Mail: mark.e.johnson@westgroup.com
Toll Free Number: 1-800-328-9378 ext 78928

Cash Discount, If Shown, Should be Given Special Attention.
INVOICES MUST BE SENT DIRECTLY TO THE ORDERING AGENCY FOR PAYMENT.
(See "Contract Payments" and "Electronic Payments in this document.")

AGENCIES SHOULD NOTIFY THE PROCUREMENT SERVICES GROUP PROMPTLY IF THE CONTRACTOR FAILS TO MEET DELIVERY OR OTHER TERMS OF THIS CONTRACT. PRODUCTS OR SERVICES WHICH DO NOT COMPLY WITH THE SPECIFICATIONS OR ARE OTHERWISE UNSATISFACTORY TO THE AGENCY SHOULD ALSO BE REPORTED TO THE PROCUREMENT SERVICES GROUP.

SMALL, MINORITY AND WOMEN-OWNED BUSINESSES:

The letters SB listed under the Contract Number indicate the contractor is a NYS small business. Additionally, the letters MBE and WBE indicate the contractor is a Minority-owned Business Enterprise and/or Woman-owned Business Enterprise.

NOTE TO ALL CONTRACT USERS:

The terms and conditions of the bid solicitation which apply to the award appear at the end of this document. We strongly advise all contract users to familiarize themselves with all terms and conditions before issuing a purchase order.

CONTRACT PAYMENTS:

Payments cannot be processed by State facilities until the contract products have been delivered in satisfactory condition or services have been satisfactorily performed. Payment will be based on any invoice used in the supplier's normal course of business. However, such invoice must contain sufficient data including but not limited to contract number, description of product or service, quantity, unit and price per unit as well as federal identification number.

State facilities are required to forward properly completed vouchers to the Office of the State Comptroller for audit and payment. All facilities are urged to process every completed voucher expeditiously giving particular attention to those involving cash discounts for prompt payment.

If the contract terms indicate political subdivisions and others authorized by law are allowed to participate, those entities are required to make payments directly to the contractor. Prior to processing such payment, the contractor may be required to complete the ordering non-State agency's own voucher form.

See "Contract Billings" in Appendix B2-DB, OGS General Specifications.

ELECTRONIC PAYMENTS:

The Office of the State Comptroller (OSC) offers an "electronic payment" option in lieu of issuing checks. Contact OSC to obtain an information packet at 518-474-4032 or e-mail to epunit@osc.state.ny.us or visit their website at www.osc.state.ny.us.

OVERLAPPING CONTRACT ITEMS:

Products/services available in this contract may also be available from other New York State contracts. Agencies should select the most cost effective procurement alternative that meets their program requirements and maintain a procurement record documenting the basis for the selection.

NOTE TO CONTRACTOR:

This Contract Award Notification is not an order. Do not take any action under this contract except on the basis of purchase order(s) from the agency or agencies.

Frequently Asked Questions

Who is West Group?

West Group, a provider of integrated information solutions to the U.S. legal market, has been providing materials to the legal and professional community for more than 125 years. Headquartered in Eagan, Minnesota, West Group is a division of The Thomson Corporation and was formed when West Publishing and Thomson Legal Publishing merged in June 1996. West Group publishes information in print and electronic formats and includes renowned names such as the following:

- Bancroft-Whitney
- Banks-Baldwin
- Clark Boardman Callaghan
- Federal Publications
- FindLaw
- Foundation Press
- Lawyers Cooperative Publishing
- ProLaw
- The Rutter Group
- West Publishing
- Westlaw

West Group products are relied upon by lawyers in all practice areas, judges in all jurisdictions, and legislators and executive agency personnel who engage in the formulation of public policy and legislation. West Group offers all of its products and services to federal, state, and local courts; government agencies; private law firms of all sizes and practice areas; many Fortune 500 corporations; law schools; and thousands of individual practitioners.

West Group has extensive experience in serving federal and state government customers. This experience, coupled with the combination of extensive content, exclusive editorial enhancements, state-of-the-art technology and searching capabilities, and superior services, features, training, and support, enables West Group to provide high quality legal, news, and business research tools in a cost-effective and efficient manner.

More information regarding West Group can be found at www.westgroup.com.

What products/services does West Group offer?

Westlaw is West Group's computer-assisted legal, news, and business information research service containing more than 16,000 databases and more than 242 million documents. Westlaw provides editorially enhanced legal research materials; extensive coverage of news, business, financial, and general information; and a comprehensive collection of public records information.

- **Legal information.** Westlaw contains more than 9,000 legal databases that include federal and state case law, statutes, regulations, and administrative codes, as well as topical and practice-area databases, law review articles, and journals.
- **News and business information.** Westlaw provides access to more than 7,000 non-legal databases, which include newspapers, newswires, magazines, journals, newsletters, abstracts, research reports, public filings, and indexes from prominent business intelligence services such as Dow Jones Interactive.
- **Public records.** Westlaw public records databases provide access to more than 1 billion well-organized public records, courthouse documents, and private-vendor resources.

The vast majority of databases on Westlaw are full-text. Abstracts are contained in databases such as Index to Legal Periodicals that are intended to be abstract databases.

Images within Westlaw documents can be viewed online. Over 2 million images are available in nearly 2,000 databases, such as case law, codes and regulations, analytical materials, the Federal Register, and patents and trademarks. Online images, which can include graphs, forms, maps, photographs, drawings, and flowcharts, enhance document presentation and facilitate a greater understanding of concepts. When images are printed, they appear just as they would in the original document. Users can choose to display images automatically, or they can view only the images they want by clicking hypertext links.

The *Westlaw Database Directory, 2002 Edition*, provided to Subscribers upon request or available online at directory.westlaw.com, contains a comprehensive listing of databases available from West Group.

Westlaw databases are complemented by several other online features and services, including KeyCite, the citation research service from West Group that combines a full citation checker and case-finder tool in one easy-to-use interface.

What is KeyCite?

KeyCite is a fully integrated research tool that helps you at every stage of your research process. With KeyCite, you can verify that your authority is good law and link to citing cases, administrative decisions and analytical sources pertinent to your research. KeyCite, the only citator service that links directly into Westlaw, is a West Group exclusive. KeyCite contains references to more publications than any other citator, including complete coverage of West's National Reporter System and exclusive coverage of over one million unpublished cases. KeyCite also provides more citing references, including references to over 600 law reviews, thousands of ALR annotations and AmJur 2d articles, USCA, Code of Federal Regulations, statutes from all 50 states, select administrative decisions, state jurisprudence encyclopedias and numerous treatises.

Use KeyCite to help research to be:

- Accurate - Trace the history of a case, statute, administrative decision or a regulation to determine if it is good law.
- Comprehensive - Retrieve a list of all cases, statute annotations, pending legislation, administrative decisions and analytical sources that have cited your case, statute, administrative decision or regulation. AND Locate the most pertinent authority to help you develop a complete understanding of your legal issue.
- Current - Warn if a federal, California or New York statute has pending legislation. AND/OR Warn if a statute cited in a case has been ruled unconstitutional, preempted or modified with West Codenotes.
- Versatile - Quickly locate cases, administrative decisions and analytical sources that discuss your case for a specific point of law with KeyCite Notes.

Automatically monitor the changes in cases, statutes, administrative decisions and regulations that matter most to you with KeyCite Alert.

Are customer support and training available?

West Group's customer support is provided to customers at no additional charge.

Technical Assistance

West Group provides technical assistance via a team of over 200 highly trained professionals dedicated to quality customer support, customer advocacy, and product improvement.

West Group technical support experts;

- answer questions
- document comments/suggestions
- process requests for passwords, software, supplies, and documentation
- provide other technical or administrative information regarding Westlaw

Technical support representatives possess outstanding communication skills, experience in customer support, professional experience working via the telephone, and a high level of technical/computer knowledge. They are technical experts who receive extensive on-going training, and who are capable of supporting West Group products in a variety of hardware, network, and software environments.

West Group technical support representatives are available 24 hours a day, 7 days a week, and can be reached by calling 1.800.WESTLAW (1.800.937.8529) or via e-mail at support@westgroup.com.

Research Assistance

An additional level of support for West Group customers is provided by West Group Reference Attorneys. As expert information brokers, Reference Attorneys assist with legal research, database selection, and Westlaw query formulation.

The West Group Reference Attorneys department is staffed with 135 bar-admitted attorneys who are Westlaw and legal research experts. These attorneys are capable of supporting West Group products in a wide variety of research and subject-matter environments. They receive extensive on-going training to ensure that they stay current with the vast and ever-growing scope of information on Westlaw, as well as stay current with trends in the law.

Reference Attorneys enhance customers' use of West Group products and services by providing quick and knowledgeable guidance. Many of the Reference Attorneys have legal practice experience, which greatly enhances their ability to assist customers.

West Group Reference Attorneys, available 24 hours a day, 7 days a week, can be reached by calling 1.800.REF-ATTY (1.800.733.2889) or via e-mail at referenceattorneys@westgroup.com.

Consulting & Training Services

To assist users in fully realizing their Westlaw research potential, West Group will provide reasonable Westlaw training at no additional charge. This training can be done on-site or at any of our Information Centers and is coordinated by Westlaw Account Managers and Representatives. These representatives are all attorneys whose educational and professional backgrounds ensure that they are knowledgeable about customers' research and technical needs. West Group will work with customers to implement appropriate training plans and schedules to meet their specific training needs.

On-Site Training

West Group can provide individualized one-on-one or small group training sessions at a customer's site. These training sessions are taught by West Group's professional training staff. These training representatives are experts at gauging their students' specific skill levels and customizing the training session to meet the students' specific research needs. Trainers can also customize the training sessions to cover topical subjects relevant to a customer's areas of practice. More information regarding West Group's on-site training program can be found at www.westlaw.com/training/.

Instruction at West Group Information Centers

Westlaw instruction is available at West Group Information Centers throughout the United States (and in London, England). Legally trained account representatives offer basic through advanced Westlaw classes and topical seminars on a variety of subjects. All training in the centers is free of charge to current Westlaw subscribers. More information regarding West Group's Information Centers can be found at www.westlaw.com/training/infocent.wl.

Telephone Training

Personalized one-on-one Westlaw telephone training is available to Westlaw users. West Group's telephone trainers are licensed attorneys who provide initial and advanced training to West Group customers on the use of Westlaw, westlaw.com, KeyCite, and other West Group products and services. Telephone trainers have extensive experience, and receive on-going training to keep abreast of new teaching methods, software and hardware developments, advances in information processing, competitors' products, and current legal trends. Telephone Training Support is available 7:00 a.m. to 7:00 p.m. CST, Monday through Friday. More information regarding West Group's telephone training can be found at www.westlaw.com/training/phone.wl or call 1.800.328.0109.

Product Tours

Product tours of several West Group products and services are available online. These tours highlight new Westlaw features and can be found at www.westlaw.com/tours/.

Training Schedules

Westlaw account managers will work with customers' designated contacts to coordinate training schedules. Appropriate training outlines and a reasonable number of other support and documentation materials will be provided at no charge.

Continuing Legal Education (CLE)

As an added benefit to Westlaw users, many Westlaw classes and topical seminars have been pre-approved for CLE credit by many state bars. More information regarding continuing legal education materials on Westlaw can be found at www.westlaw.com/dboptions/cle/.

HOW DO I GET STARTED?

Review the three database access contracts available for Legal data:

- Group 79124 - This contract.
- Group 79122 - Lexis-Nexis
- Group 79125 - Loislaw.com

If Westlaw is chosen -

Contact Westlaw.com to discuss how each Subscription Plan works and which Plan best fits your agency's needs; Plan 2A, Plan 2B, or a trial subscription with Plan 2C.

- **PLAN 2A GOVERNMENT SERVICE STATE OF NEW YORK Westlaw COMBINED USAGE SUBSCRIPTION AGREEMENT - PER TRANSACTION / PER HOUR SUBSCRIPTION AGREEMENT** This plan allows the Authorized User to be billed based on actual usage on either an hourly basis or transactional basis. Upon accessing Westlaw, a user may elect either hourly billing or transactional billing in the Options Directory. Such billing election will be effective for that Westlaw session and all subsequent sessions unless the election is changed within the same access platform. The SUBSCRIBER Database lists the hourly billing classification and the applicable transactional charges for each database.
- **PLAN 2B UNLIMITED GOVERNMENT SERVICE STATE OF NEW YORK WESTLAW COMBINED USAGE SUBSCRIPTION AGREEMENT - PER PROFESSIONAL PLAN.** Plan 2B is billed on a "Per Professional" basis. Each Westlaw user, including each Westlaw user that receives Westlaw training, must order and be assigned his/her own password. Westlaw passwords may only be used by the person to whom the password is issued.
- There is also a **Plan 2C UNLIMITED GOVERNMENT SERVICE - THREE MONTH FIXED-RATE TRIAL PROGRAM FOR NEW WESTLAW SUBSCRIBERS** This plan is strictly for authorized users who have not subscribed to Westlaw before and wish to do so for a Three Month Trial period. Plan 2C has a Monthly Fixed Rate Charge of \$250 per month for unlimited Westlaw access for three consecutive months for up to 10 users. Trial rates for agencies with greater than 10 users will be negotiated.

Authorized Users who wish to participate in accordance with the terms of this Agreement must execute the "Westlaw Pricing Form" contained in Appendix I. A copy of the "Westlaw Pricing Form" shall be furnished to the Authorized User by the Contractor.

The Authorized User must notify Westlaw and OGS of their intention to participate by providing a copy of their executed "Westlaw Pricing Form" to "OGS, Procurement Services Group, Empire State Plaza, Corning Tower 37th Floor, Albany, New York 12242". The minimum information provided in the form must include: Authorized User Name, Service Agreement Contract Reference Number, Plan Selected, Starting Date, Authorized User Contact person (name and telephone number).

The issuance of a purchase order shall indicate the Authorized User's acceptance and agreement to the terms and conditions set forth in this Agreement between the State of New York and the Contractor.

PREFACE:

The State is hereby authorized on a non-exclusive, non-transferable basis to make online WESTLAW subscriptions available to its Units on the terms and conditions set forth in the Master Agreement. Prior to accessing WESTLAW, each Unit (Subscribing Unit) desiring access to WESTLAW must enter into a Subscription Agreement with West in the form attached hereto as Schedule A and incorporated herein by reference.

SCOPE:

The contract is a single source negotiated contract between The State of New York and WESTLAW (West Group). The list of potential users of this contract includes The State of New York, its agencies and departments, political subdivisions and all entities authorized

TARGETED USERS:

The contract is available to all state agencies and departments, authorities and political subdivisions such as counties, cities, towns, villages, libraries and others authorized by law to utilize New York State Office of General Services' centralized contracts, including educational institutions (but limited to faculty and administrative personnel). Special discounts are offered for educational institutions (i.e.: faculty and students only). Specific users are attorneys, paralegals, libraries and others who need to do legal research. The contract aggregates statewide volume to achieve greater savings for all eligible entities.

EFFECTIVE DATE:

September 1, 2002. The contract is available for a five (5) year term. The agreement may be further extended for one additional term of five (5) years upon mutual agreement of both parties and approval by the Office of the State Comptroller.

ACCESS TO DATA BASE AND LICENSE:

During the term of this Agreement, West shall grant each Subscribing Unit (i) a right of access to the data in the WESTLAW data base through a terminal at the location(s) specified in the Subscription Agreement, and (ii) a limited, non-exclusive, non-transferable license to use Data copyrighted (or copyrightable) by West and other contributors to the Data Base identified therein as copyright owners (Contributors) solely for the Subscribing Unit's use in the regular course of legal research. Only employees of the Subscribing Units may use WESTLAW pursuant to this Agreement and then only for governmental purposes. Any storage, reproduction, transmission or transfer for consideration of any of the Data or Data Base is strictly prohibited.

USAGE AND TRAINING CHARGES:

The monthly subscription and usage charges payable to West shall be determined pursuant to Schedule A which is attached. Initial training shall be provided by West as set forth in Schedule A. All charges provided for in Schedule A are exclusive of any applicable State or local sales, use or other taxes of a similar nature. The terms and conditions of Schedule A are applicable to all Subscribing Units, regardless of the effective date of the Subscribing Unit's Purchase Order or Subscription Agreement.

BILLING AND PAYMENT:

After the end of each calendar month, West shall aggregate the usage of WESTLAW by all Subscribing Units during the month (including minimum monthly usage, if applicable) and, based upon such total usage, determine the cumulative charge for the month by reference to Schedule A. West shall then compute the monthly charge for each Subscribing Unit which shall be the amount which equals the same percentage of the cumulative charge as the percentage which the Subscribing Unit's usage is of the total usage by all Subscribing Units. West shall send each Subscribing Unit an invoice setting forth the charges to the Subscribing Unit for the month which shall include: The monthly subscription charge, the monthly usage charge, the aggregated total number of hours of usage for all Subscribing Units under this contract, applicable charges for equipment and training, and any applicable State or local sales, use or other taxes. Subscribing units should be able to determine from the aggregated hours of usage and the table of rates contained in Schedule A, whether the charges from West are proper and accurate.

EQUIPMENT:

There are no provisions in this contract for obtaining equipment. It is suggested that authorized users seeking to purchase computer equipment review the Statewide contracts available for purchasing IT equipment found on the OGS web site.

OWNERSHIP AND DISSEMINATION OF THE DATA OR DATA BASE:

West and Contributors shall remain the exclusive owners of all rights, title and interest in the Data and Data Base licensed hereunder and all copyrights (and renewals thereof) heretofore and hereafter secured therein. Authorized User shall use reasonable efforts to inform its End Users of any restrictions on the use of the Products. Authorized User shall use reasonable efforts to protect the Products from any use that is not permitted under this Agreement, and shall notify Contractor of any such use of which it learns or is notified. In the event of any unauthorized use of the Products, (a) Contractor may terminate the access of the Internet Protocol ("IP") address(es) from which such unauthorized use occurred, and/or (b) Contractor may request that Authorized User terminate access of the persons making such unauthorized use to the Products. Contractor shall take none of the steps described in this paragraph without first providing reasonable notice to Authorized User and working with the Authorized User to avoid recurrence of any unauthorized use. Neither the State nor any Subscribing Unit shall make any printout or other tangible form of retrieved Data available to any other person without first obtaining a written agreement from such person not to further disseminate such material.

RESPONSIBILITY FOR USE OF DATA AND LIMITATION OF WEST'S LIABILITY:

The data and database are made available on an as-is basis without any warranty, expressed or implied. West disclaims any warranty that Westlaw is error free or that access to Westlaw will be uninterrupted. The State and its Subscribing Units assumes the sole responsibility for all use of the Data and Data Base. West personnel are not authorized to assist in legal research and any such assistance rendered is at the Subscribing Unit's risk.

SERVICE AND SUPPORT:

WESTLAW Corp. authorized maintenance, support, and training services as outlined in their price list are available Statewide.

WESTLAW

NYS NET PRICES ON-LINE DATABASE ACCESS

Appendix G of Master Agreement

All rates are to be considered Maximum, Not To Exceed rates. Authorized users may negotiate lower rates with Westlaw. All lower rates that may be negotiated are to be reviewed by the contract administrator listed on the first page of this document to ensure that terms and conditions remain compatible with the Master Agreement.

SCHEDULE A TO WESTLAW SUBSCRIBER AGREEMENT

PLAN 2A GOVERNMENT SERVICE

STATE OF NEW YORK Westlaw COMBINED USAGE SUBSCRIPTION AGREEMENT

Available only to New York state, county and city government agencies eligible to participate under the State of New York Combined Usage Subscription Agreement ("CUSA") between the State of New York Office of General Services and West Group. The rates set forth hereunder are available only to government employees accessing Westlaw for government purposes.

Upon accessing Westlaw, a user may elect either hourly billing or transactional billing in the Options Directory. Such billing election will be effective for that Westlaw session and all subsequent sessions unless the election is changed within the same access platform. The SUBSCRIBER Database lists the hourly billing classification and the applicable transactional charges for each database.

1. Monthly Subscription Charge - \$100 per agency - WAIVED

2. Usage Hourly Charges

A. Usage Charges

- i. Combination Databases.** \$ 65 per hour.
- ii. Highlights Databases** \$116 per hour.
- iii. Basic Databases.** \$155 per hour.
- iv. Westlaw Standard Databases.** \$114 per hour.
- v. Specialty Databases.** \$283 per hour.
- vi. Premium Databases.** \$345 per hour.
- vii. Allfile Databases.** \$174 per hour.
- viii. Multi-Search Databases.** \$355 per hour.
- ix. Super Allfile Databases.** \$184 per hour.
- x. Bureau of National Affairs Databases ("BNA").** BNA databases shall be billed at the rates set forth herein for Westlaw Standard Databases, Allfile Databases, Super Allfile Databases, Specialty Databases and Highlights Databases as applicable.
- xi. Enflex Databases.** Enflex Databases shall be billed at the rates set forth herein for Westlaw Standard Databases and Specialty Databases as applicable.

B. Communications Charges. \$13 per hour. – WAIVED

Communications charges begin when a password is transmitted and end when the telecommunications link is disconnected -- they apply to the entire Westlaw session, excluding offline transmission, offline automated citation checking, and the SUBSCRIBER Database (when accessing Westlaw via transactional billing).

3. Transactional Charges

Search Classification	Per Search Rate
1	\$ 0
2	\$ 2
3	\$ 6
4	\$ 8
5	\$12
6	\$17
7	\$21
8	\$25
9	\$29
10	\$34
11	\$38
12	\$44
13	\$52
14	\$60
15	\$73
16	\$82
17	\$99

A. Search Charges

Each search query will incur a search charge. Search charges range from \$0 to \$99 per search. **The search charge applicable to each database is available in the SUBSCRIBER Database.** For sales tax purposes only, a percent of each search charge is allocated to communications.

Search charges for multiple database searches are discounted as follows:

1 database	No discount
2-3 databases	10% discount
4-10 databases	20%
11+ databases	N/A

B. Find Charges

Online Find (includes Docs in Sequence)	\$5 per document
Find via WestDoc	10 per document
Find via WestDoc – selected databases	30 per document
Find by Title*	N/A

*Find by Title creates a search query which will result in a search charge. No separate Find transactional charge will apply.

C. Online Citation Checking Charges

Citation Service	Charge Per Citation
KeyCite [®]	\$3.75
RIA-Cite	3.75

*QuickCite creates a search query which will result in a search charge. No separate online citation checking charges apply. No offline transmission charges apply.

D. QUOTE Charges

Current Stock Quotes	\$.90 per entry
All other entries	.15 per entry

4. Offline Transmission Charges

	Charge Per Standard Format Line
Westlaw Databases	\$.02
Selected Databases	up to \$.65
Westlaw Public Records Databases	.02
DJI on Westlaw Databases	\$.025
DIALOG on Westlaw Databases	\$.025

Offline transmission charges apply to printing and downloading to storage devices and facsimile machines. In lieu of per line charges document printed or downloaded from KR SourceOne patent document delivery service shall be billed at \$12 per document. No per line offline transmission charges apply to Dialog Databases to which transaction charges apply.

5. Training Charges

West shall provide on-site training, training at West Information Centers and telephone training for all State of New York agencies at no charge. West shall provide, at no charge, training at West Information Centers and telephone training for all New York county and city agencies.

6. **Westlaw Features Charges.** Communications and offline transmission charges apply to all Features, except as otherwise indicated.

A. Offline Automated Citation Checking Charges

Citation Service	Charge Per Citation
KeyCite	\$3.75
Table of Authorities	1.00
QuoteRight	7.00
Find	10.00
Find – Selected Databases	30.00
Content Verification	.50

No usage charges apply to offline automated citation checking.

B. Alert Services

WESTClip

Non-continuous Clipping	\$0.00	per search
Continuous Clipping	\$4.50	per day per search

KeyCite Alert

Non-continuous Clipping	\$4.50	per transaction
Continuous Clipping	\$7.00	per day per transaction

Database and DIALOG per document charges apply to the online display of WESTClip results. Find charges and charges associated with documents viewed from KeyCite Alert results shall apply. Communications charges do not apply during transactional billing sessions. Offline transmission charges do not apply to WestClip cite lists or KeyCite Alert.

C. Images Charges.

	ViewOnline	Printed or Downloaded
DIALOG on Westlaw Databases	\$4	\$4
All other databases	0	0

Offline transmission charges apply to text printed with images, but not to the images themselves. Communications charges do not apply during transactional billing.

D. Westlaw Public Records.

The Scope screen for each Westlaw Public Records Database lists its database classification for hourly billing. The search charge applicable to each Westlaw Public Records Database is available in the SUBSCRIBER Database for informational purposes only, except for Dun & Bradstreet database charges. Additional charges for third party services may apply. The following transaction charges apply in addition to the hourly and transactional charges:

	Charge Per Detail Record Viewed
Delaware Corporate Records	\$9.00

The following charges apply in lieu of hourly and transactional charges:

	Charge Per Document
Duns Business Records Plus*	
Business Record & Full Financial	\$122.75
Business Information Report (domestic)	93.50
Business Information Report (international)	
Africa	315.00
Middle East	315.00
Asia Pacific	330.75
Latin America	308.75
Europe	261.50
Canada	135.50

Comprehensive Report	117.75
Family Scan Report	57.25
Business Record & Financial Abstract	57.25
Business Record	34.00
Business Abstract	22.25
Business Identification Report	15.00
Family Member Profile	9.50
Company Relations	2.35
Per company-250 companies maximum (250 companies or more - no additional charge)	
Branch locations	2.35
Per location-250 locations maximum (250 locations or more - no additional charge)	
*Minimum fee of \$15 per search.	

E. DIALOG ON Westlaw Charges

The SUBSCRIBER Database lists the hourly database classification, transactional search charges and any applicable per document and images charges for each DIALOG database or service.

Additional Terms. Certain DIALOG Databases are subject to additional terms and conditions as set forth in the most current Database Supplier Terms and Conditions, which are available online.

F. WestDockets Charges

The following charges apply in lieu of hourly and transactional charges:

Search by name	\$30 per search
View document from name search	10 per detail document
Search by docket number	30 per search
Federal Index	45 per search

G. Company Profiles Charges

Index Search	\$ 0
Company Profile	35 per report

Offline transmission charges apply to citations list but do not apply to Company Profiles reports themselves.

H. Dossier Databases Charges

Person Profile (cite list)	\$35.00 per search
Person Profile Report	\$40.00 per report

Offline transmission charges do not apply

I. Investext PDF Database Charges

Per page	\$9.95
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No offline transmission charges apply.

PLAN 2B UNLIMITED GOVERNMENT SERVICE

STATE OF NEW YORK WESTLAW COMBINED USAGE SUBSCRIPTION AGREEMENT

Available only to New York state, city and county government agencies eligible to participate under the State of New York Combined Usage Subscription Agreement ("CUSA") between the State of New York Office of General Services and West Group. The rates set forth hereunder are available only to government employees accessing Westlaw for government purposes.

1. The agencies accessing Westlaw under Plan 2B shall be billed the rates set forth below for unlimited Westlaw access.

Number of State of New York Users	Monthly Charge per State of New York User
1 - 40	\$181
41 - 60	173
61 - 100	166
101 - 150	155
151 - 200	146
201 - 250	139
251 - 300	131
301 - 350	123
351 - 400	115
401 - 450	108
451 - 500	96
501 - 550	91
551 - 600	85
601+	79

2. Except as provided in Section 3, the following databases, Features and services shall be included in the Monthly Charge per State of New York User.

Westlaw Standard Databases
 Allfile Databases
 Super Allfile Databases
 Highlights Databases
 Basic Databases
 Combination Databases
 Premium Databases
 Multi-Search Databases
 Online Citation Checking
 Search
 FIND
 QUOTE
 Monthly Subscription Charge
 Communications
 Offline Transmission (printing and downloading)
 Training (reasonable)
 Offline Automated Citation Checking (via WESTCheck including QuoteRight)
 Alert Services (WESTClip and KeyCite Alert)
 Images
 DJI on Westlaw Databases

3. All charges associated with the following databases, Features and services (as part of all database classifications) shall be excluded from the Monthly Charge per State of New York User ("Excluded Charges") and shall be billed at the rates set forth on the Plan 2A-Government Service-State of New York Westlaw Combined Usage Subscription Agreement.

Alert Services (WESTClip and KeyCite Alert continuous clipping)
 Enflex Databases

- Specialty Databases
- Westlaw Public Records Databases and Services
- Bureau of National Affairs Databases
- DIALOG on Westlaw Databases
- Premier Databases
- Dossier Databases
- EIU Databases
- PeopleCite Databases
- Company Profiles Database

WestDockets

4. The following products may be added to the Monthly Charge Per User:

American Law Reports (30302092)	\$16	per User per Month
American Jurisprudence 2d, excluding Forms, Proof of Facts, and Trials (30302112)	\$12	per User per Month
Litigation Library (30302836)	\$20	per User per Month
New York Analytical Library (30303195)	\$15	per User per Month
McQuillin Library (40016032)	\$15	per User per Month
Municipal Library (40016035)	\$20	per User per Month

If an agency elects to request access to any of the products above, such access must be given to all Westlaw passwords issued to the agency and the associated aggregate charge will be billed to the agency accordingly. Sharing of Westlaw passwords between or among Subscriber's personnel is **STRICTLY PROHIBITED**. West reserves the right to monitor the passwords issued to an agency.

Any Authorized User/Subscriber that converts from Plan 2A to Plan 2B must, at a minimum, request and maintain the same number of Westlaw passwords that the agency was assigned when it was a Plan 2A subscriber.

5. The following Research Institute of America (RIA) products may be added to the Monthly Charge Per User:

	1-5	6-10	11-15	16-20	21-35	36-50	51-76	76-100
	Tax							
<u>Product/Offering</u>	<u>Users</u>							
Complete Collection	\$3,500	\$3,750	\$4,000	\$4,250	\$4,500	\$4,750	\$5,000	\$5,250
Federal, State, Local Tax	1,200	1,500	1,800	2,100	2,400	2,700	3,000	3,300
Estate Planning Combined	750	800	850	900	950	1,000	1,080	1,100
Pension & Benefits Comb.	300	300	300	300	300	350	350	350
International Tax Library	575	600	625	625	650	650	700	700

If an agency elects to request access to any of the RIA products above, such access may be given to the Westlaw passwords designated by the agency and will be billed at the rates set forth above for the applicable number of users.

6. West may, at its option, make certain databases and features Excluded Charges if West is contractually bound or otherwise required to do so by a contributor of data to West, or if the features or databases are enhanced or released after May 1, 2001.

7. Each Westlaw user, including each Westlaw user that receives Westlaw training, must order and be assigned his/her own password. Westlaw passwords may only be used by the person to whom the password is issued. Sharing of Westlaw passwords between or among Subscriber's personnel is **STRICTLY PROHIBITED**. West reserves the right to issue additional passwords to Subscriber and charge Subscriber for such additional password if West learns that a Westlaw password has been used by a person other than the person to whom the password has been issued.

8. The Monthly Charge per State of New York User under Plan 2B will not be prorated. Requests for passwords by new Subscribing Units or requests for additional passwords by current Subscribing Units that are processed by West by the last day of a month will be billed the entire Monthly Charge per State of New York User for each password request during such month. The Monthly Charge per State of New York User for Subscribing Units that elect to change from Plan 2A (or another Westlaw price plan) to Plan 2B pricing will be effective on the first day of the month following receipt of the appropriate documentation by West.

**State of New York
Office of General Services
PROCUREMENT SERVICES GROUP
Contract Performance Report**

Please take a moment to let us know how this contract award has measured up to your expectations. If reporting on more than one contractor or product, please make copies as needed. This office will use the information to improve our contract award, where appropriate. **Comments should include those of the product's end user.**

Contract No.: _____ Contractor: _____

Describe Product* Provided (Include Item No., if available): _____

*Note: "Product" is defined as a deliverable under any Bid or Contract, which may include commodities (including printing), services and/or technology. The term "Product" includes Licensed Software.

	Excellent	Good	Acceptable	Unacceptable
• Product meets your needs				
• Product meets contract specifications				
• Pricing				

CONTRACTOR

	Excellent	Good	Acceptable	Unacceptable
• Timeliness of delivery				
• Completeness of order (fill rate)				
• Responsiveness to inquiries				
• Employee courtesy				
• Problem resolution				

Comments: _____

_____ (over)

Agency: _____ Prepared by: _____

Address: _____ Title: _____

_____ Date: _____

_____ Phone: _____

_____ E-mail: _____

Please detach or photocopy this form & return by FAX to 518/474-2437 or mail to:

OGS PROCUREMENT SERVICES GROUP
Customer Services, Room 3711
Corning 2nd Tower - Empire State Plaza
Albany, New York 12242
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