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December 20, 2024

Honorable City Council Members  
(Through the Office of the Mayor)  
City of Mount Vernon  
1 Roosevelt Square  
Mount Vernon, New York 10550

**Re: Request for Authorization to Enter into a Contract for  
The Purchase of Software for the Department of Law**

Dear Honorable Councilmembers,

I respectfully submit this letter to request the approval of the Honorable Members of the City Council to authorize the Mayor to enter into a revised contract with LexisNexis Legal for the add-on purchase of CaseMap, Courtlink and Lexis AI for the Department of Law. This purchase would be an upgrade to our existing services with LexisNexis. The procurement of this software is essential to enhance the Department's operational efficiency, support case management, and streamline daily legal functions. A copy of the proposed contract is attached for your review.

The proposed term of the contract will be from 01/01/2025 to 06/30/2026. Broken up as follows: 1/1/2025 – 6/30/2025 and 7/1/2025 – 6/30/2026 (5% increase in year 2)

This timeline ensures sufficient time for implementation, training, and ongoing support for Department of Law personnel.

Funding for this purchase will amount to amount of \$45,210.00 and will be made available through **ARPA funds** and allocated from budget line MGT-H1680.230 C927 (Technology, Digitalize and Cybersecurity). This cost is broken down as follows. \$29,826.00 for existing LexisNexis services, , and \$15,384.00 will be added to cover the new services (Casemap, Courtlink, Lexis AI).

The acquisition of CaseMap will provide the following key benefits to the Department of Law:

1. **Improved Case Management** — Enhances tracking and documentation of legal matters, deadlines, and case status.

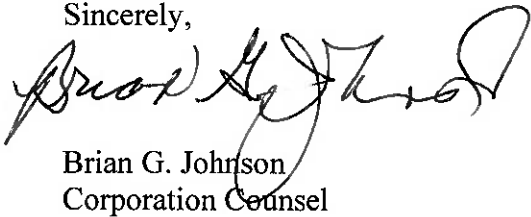
2. **Increased Efficiency** — Automates routine processes, reduces administrative burdens, and allows for faster retrieval of key documents.
3. **Data Security and Compliance** — Ensures sensitive legal information is securely stored and compliant with applicable legal and regulatory standards.

Given the importance of this software to the daily operations and legal obligations of the City, I respectfully urge the City Council to consider and approve this request. Should you have any questions or require further details about the contract or the functionality of the software, I am available to provide any additional information as needed.

If this request meets with the approval of your Honorable Body, please enact the necessary legislation authorizing the Mayor to enter into the proposed contract with LexisNexis for the purchase of CaseMap, Courtlink and Lexis AI.

Thank you for your attention and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian G. Johnson", written over a horizontal line.

Brian G. Johnson  
Corporation Counsel

cc: Shawyn Patterson-Howard, Mayor  
Cathlin B. Gleason, City Council President  
Darren M. Morton, Comptroller

**Attachments:** Proposed Contract for LexisNexis, Quotes for comparable Services.