



## BURNET COUNTY AGENDA ITEM REQUEST FORM

MEETING DATE: may 12, 2026

GENERAL DESCRIPTION OF ITEM: UPGRADE WEST LAW TO WEST LAW EDGE

**THIS ITEM REPRESENTS A:**

- New issue, project, or purchase
- Routine, regularly scheduled item
- Follow-up to previously discussed item
- Special item
- Other

PRIMARY CONTACT/STAFF MEMBER: JUDGE HENSON

**BUDGETARY IMPACT OF AGENDA ITEM:**

|                                                 |            |           |
|-------------------------------------------------|------------|-----------|
| Total Estimated Cost:                           |            |           |
| Source Funds:                                   |            |           |
| Is item already included in fiscal year budget? | <u>Yes</u> | No        |
| Does item represent a new expenditure?          | Yes        | <u>No</u> |
| Does item represent a pass-through purchase?    | Yes        | <u>No</u> |
| If so, pass-through entity                      |            |           |
| Procurement Needed:                             | Yes        | <u>No</u> |

ACTIONS REQUESTED: APPROVE UPGRADE FROM WEST LAW TO WEST LAW EDGE

LIST BACK-UP DOCUMENTS ATTACHED (names of documents and/ or files): \_\_\_\_\_

LIST BACK-UP DOCUMENTS NOT ATTACHED (to be sent by Friday at noon prior to the meeting date requested): \_\_\_\_\_

  
Elected Official/Department Head

DATE and TIME:

May 6, 2026  
4:31 PM

Approved:

By \_\_\_\_\_  
County Judge

OR

By \_\_\_\_\_  
Commissioner Pct. \_\_\_\_\_

All contracts, contract amendments, staff agreement, grant applications, memorandums of understanding, and interlocal agreements must be submitted to the Burnet County Auditor and complete a compliance review before being placed on the Commissioners Court agenda.

Agenda items and supporting documents are due to Court Coordinator's Office (Rm. 201) or [countyjudge@burnetcountytexas.org](mailto:countyjudge@burnetcountytexas.org) no later than noon on Tuesday prior to the meeting date requested. If a Burnet County Holiday falls within 72 hours before that Tuesday, the deadline will be moved earlier to ensure compliance with Government Code § 551.043.



PO Request &lt;porequest@burnetcountytexas.org&gt;

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**CCAL Westlaw Upgrade**

1 message

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**Raegan Allen** <rallen@burnetcountytexas.org>  
To: PO Request <porequest@burnetcountytexas.org>

Mon, May 4, 2026 at 11:13 AM

Good Morning,

We are wanting to upgrade our Westlaw subscription to Westlaw Edge. Attached is the order form that Thomson Reuters will need signed and returned in order to proceed with the upgrade.

Please let me know where to go from here on this. Is a PO assigned and then do y'all send it to commissioners court for approval?

Thank you,

*Raegan Allen*

Assistant Court Coordinator

Certified Court Manager

**Burnet County Court at Law**  
Honorable Cody Henson, Presiding

220 S. Pierce Street

Burnet, Texas 78611

512.715.5245

<https://www.burnetcountytexas.org/page/cal.home>

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 **BurnetCo.WLEdge\_\_West Order Form\_2026-05-01.pdf**  
354K

**Order Form****Order ID: Q-11601030**

Contact your representative [randy.lysdale@thomsonreuters.com](mailto:randy.lysdale@thomsonreuters.com) with any questions. Thank you.

**Sold To Account Address**

Account #: 1003148335  
BURNET COUNTY COURT LAW LIBRARY  
HON HENSEN  
220 S PIERCE ST  
BURNET TX 78611-2200 US

**Shipping Address**

Account #: 1003148335  
BURNET COUNTY COURT LAW LIBRARY  
HON HENSEN  
220 S PIERCE ST  
BURNET TX 78611-2200 US

**Billing Address**

Account #: 1003148335  
BURNET COUNTY COURT LAW LIBRARY  
HON HENSEN  
220 S PIERCE ST  
BURNET, TX 78611-2200  
US

"Customer"

This Order Form is a legal document between Customer and

- A. West Publishing Corporation to the extent that products or services will be provided by West Publishing Corporation, and/or
- B. Thomson Reuters Enterprise Centre GmbH to the extent that products or services will be provided by Thomson Reuters Enterprise Centre GmbH.

A detailed list of products and services that are provided by Thomson Reuters Enterprise Centre GmbH and current applicable IRS Certification forms are available at: <https://www.tr.com/trorderinginfo>

West Publishing Corporation may also act as an agent on behalf of Thomson Reuters Enterprise Centre GmbH solely with respect to billing and collecting payment from Customer. Thomson Reuters Enterprise Centre GmbH and West Publishing Corporation will be referred to as "Thomson Reuters", "we" or "our," in each case with respect to the products and services it is providing, and Customer will be referred to as "you", or "your" or "Client".

The Order Form is subject to and governed by the Texas Contract Number DIR-CPO-5258.

**For Federal Customers the following shall apply:** Thomson Reuters General Terms and Conditions (available here: <http://tr.com/federal-general-terms-and-conditions>) apply to the purchase and use of all products, except print, and together with any applicable Product Specific Terms (set forth below) are incorporated into this Order Form by this reference. In the event that there is a conflict of terms among the General Terms and Conditions, the Product Specific Terms and this Order Form, the order of precedence shall be Order Form, the Product Specific Terms, and last the General Terms and Conditions.

**For non-federal customers the following shall apply:** Thomson Reuters General Terms and Conditions (<http://tr.com/us-general-terms-and-conditions>) apply to the purchase and use of all products, except print, and together with any applicable Product Specific Terms (set forth below) are incorporated into this Order Form by this reference. In the event that there is a conflict of terms among the General Terms and Conditions, the Product Specific Terms and this Order Form, the order of precedence shall be Order Form, the Product Specific Terms, and last the General Terms and Conditions.

**ProFlex Products**  
**See Attachment for details**

| Material # | Product      | Monthly Charges | Minimum Terms (Months) |
|------------|--------------|-----------------|------------------------|
| 40757482   | West Proflex | \$180.00        | 36                     |

**Minimum Terms**

Your subscription is effective upon the date we process your order ("Effective Date") and Monthly Charges will be prorated for the number of days remaining in that month, if any. Your subscription will continue for the number of months listed in the Minimum Term column above plus any Bridge Term that may be outlined above counting from the first day of the month following the Effective Date. Your Monthly Charges during the first twelve (12) months of the Minimum Term are as set forth above. If your Minimum Term is longer than 12 months, then your Monthly Charges for each year of the Minimum Term are displayed in the Attachment to the Order Form.

**Post Minimum Terms**

Your subscription will automatically renew at the end of the Minimum Term for successive 12-month renewal terms (each, an "Automatic Renewal Term"), unless either party provides written notice of its intent to not renew at least 30 days prior to the beginning of an Automatic Renewal Term. We will notify you of any change in the Annual Charges at least 60 days before each Automatic Renewal Term begins. Submit your notice of nonrenewal to: <https://www.thomsonreuters.com/en-us/help/account-management/legal/orders/request-a-subscription-cancellation.html> or via postal mail to Customer Service, 2900 Ames Crossing Rd, Eagan, MN 55121.

For Federal government subscribers that chose a multi-year Minimum Term, those additional years will be implemented at your option pursuant to federal law.

**Banded Product Subscriptions.** You certify your total number of attorneys (full-time and part-time partners, shareholders, associates, contract or staff attorneys, of counsel, and the like), corporate users, personnel or full-time-equivalent students is indicated in this Order Form. Our pricing for banded products is made in reliance upon your certification. If we learn that the actual number is greater or increases at any time, we reserve the right to increase your charges to the market rate for all of your attorneys.

#### Miscellaneous

**Material Change.** If, at any time during the Minimum Term or the Renewal Term, there is a material change in your organizational structure including, but not limited to merger, acquisitions, combination, significant increase in the number of attorneys at a location covered by the agreement, divestitures, downsizing or dissolution, we will modify your rates proportionally. If you acquire the assets of, or attorneys from, another entity that is a current subscriber, you assume all obligations under the agreements that apply to those assets and attorneys, and you will pay the invoiced charges on both those agreements as they become due, until a superseding agreement is negotiated in good faith.

**Charges, Payments & Taxes.** You agree to pay all charges in full within 30 days of the date of invoice. You are responsible for any applicable sales, use, value added tax (VAT), etc. unless you are tax exempt. If you are a non-government customer and fail to pay your invoiced charges, you are responsible for collection costs including attorneys' fees.

**Excluded Charges And Schedule A Rates.** If you access products or services that are not included in your subscription you will be charged our then-current rate ("Excluded Charges"). Excluded Charges will be invoiced and due with your next payment. For your reference, the current Excluded Charges schedules are located in the below link. Excluded Charges may change from time-to-time upon 30 days written or online notice. We may, at our option, make certain products and services Excluded Charges if we are contractually bound or otherwise required to do so by a third party provider or if products or services are enhanced or if new products or services are released after the effective date of this ordering document. Modification of Excluded Charges or Schedule A rates is not a basis for termination under paragraph 9 the General Terms and Conditions.

<https://legal.thomsonreuters.com/content/dam/ewp-m/documents/legal/en/pdf/other/plan-2-pro-govt-agencies.pdf>

<http://static.legalsolutions.thomsonreuters.com/static/agreement/plan-2-pro-govt-agencies.pdf>

**eBilling Contact.** All invoices for this account will be emailed to your e-Billing Contact(s) unless you have notified us that you would like to be exempt from e-Billing.

#### Product Specific Terms

**Document Intelligence Product Specific Terms:** The following product specific terms shall apply to the Document Intelligence products on this order form, and are incorporated by reference: <http://www.thomsonreuters.com/document-intelligence-PST>.

**Additional Terms for Services with Generative AI Skills:** The following additional terms shall apply to Thomson Reuters Products with Generative AI Skills (including but not limited to all CoCounsel branded Products; all Products with AI Assisted Research; Contract Express, CLEAR Investigate, Westlaw Advantage; Practical Law or Practical Law Connect, with Dynamic Tool Set; Practical Law UK Premium; Practical Law Global Premium; HighQ), listed on this order form, and are incorporated into this order form by reference: <https://www.tr.com/legal-services-ai-terms>.

**CoCounsel Core and CoCounsel Drafting Product Specific Terms:** The following product specific terms shall apply to CoCounsel Core and CoCounsel Drafting and are incorporated into this order form by reference: <http://tr.com/cocounselcore-and-drafting-product-specific-terms>.

**Product Specific Terms and Service Levels:** The following product specific terms and service levels shall apply to the HighQ products on this order form, and are incorporated by reference:

- HighQ Product Specific Terms <http://tr.com/HighQ-PST>
- HighQ Service Levels: Thomson Reuters shall provide service availability, maintenance and support for the term of the Agreement. Details are available at: <http://tr.com/HighQ-SLA>. Note that Sections 3.3 of the SLA does not apply to any HighQ Light packages

**The Federal Product Specific Terms can be found here:** <http://tr.com/federal-product-specific-terms>

**Product Specific Terms.** The following products have specific terms which are incorporated by reference and made part of this Order Form if they apply to your order. They can be found at <https://static.legalsolutions.thomsonreuters.com/static/ThomsonReuters-General-Terms-Conditions-PST.pdf>. If the product is not part of your order, the product specific terms do not apply.

- Campus Research
- Hosted Practice Solutions
- ProView eBooks
- Time and Billing
- West km Software
- West LegalEdcenter
- Westlaw
- Westlaw Doc & Form Builder
- Westlaw Paralegal
- Westlaw Patron Access
- Westlaw Public Records

**Drafting Tools Product Specific Terms:** The following product specific terms shall apply to the Drafting Tools products (Drafting Assistant, Clause Finder, Clause Finder: Internal Agreements) on this order form, and are incorporated by reference: <https://www.thomsonreuters.com/draftingassistant-and-clausefinder-pst>.

**Additional clause applicable to: Westlaw Advantage, Practical Law Dynamic Tool Set, CoCounsel Essentials, Westlaw Advantage with CoCounsel Essentials, Practical Law with Dynamic Tool Set with CoCounsel Essentials, CoCounsel Legal:** During the term of this Agreement, Thomson Reuters may in its sole discretion issue updates, upgrades, patches, enhancements, or improvements that it makes generally available to its customers at no additional charges (collectively "Upgrades"). For the avoidance of doubt, Upgrades do not include (i) new services that are developed or acquired by Thomson Reuters or (ii) services or functionalities for which there are royalty requirements or licensing restrictions. Where your Service includes Westlaw Advantage and/or Practical Law Dynamic Tool Set, these Upgrades do not include access to additional or new content sets beyond those you have subscribed to as part of the Service.

|                                     |
|-------------------------------------|
| <b>Amended Terms and Conditions</b> |
|-------------------------------------|

LIMITATION OF LIABILITY. EACH PARTY'S OR ANY OF ITS THIRD-PARTY PROVIDERS' ENTIRE LIABILITY IN THE AGGREGATE FOR DAMAGES ARISING OUT OF OR IN CONNECTION WITH THE AGREEMENT, INCLUDING FOR NEGLIGENCE, WILL NOT EXCEED TWO TIMES THE CONTRACT VALUE. CONTRACT VALUE IS DEFINED IN THE ORDERING DOCUMENTS. IN NO EVENT SHALL WE OR OUR THIRD-PARTY PROVIDERS BE LIABLE FOR ANY PENALTIES, INTEREST, TAXES OR OTHER AMOUNTS IMPOSED BY ANY GOVERNMENTAL OR REGULATORY AUTHORITY. NEITHER PARTY IS LIABLE TO THE OTHER FOR INDIRECT, INCIDENTAL, PUNITIVE, SPECIAL OR CONSEQUENTIAL DAMAGES, FOR LOSS OF DATA, OR LOSS OF PROFITS (IN EITHER CASE, WHETHER DIRECT OR INDIRECT) EVEN IF SUCH DAMAGES OR LOSSES COULD HAVE BEEN FORESEEN OR PREVENTED.

**Government Non-Availability of Funds for Online, Practice Solutions or Software Products**

You may cancel a product or service with at least 30 days written notice if you do not receive sufficient appropriation of funds. Your notice must include an official document, (e.g., executive order, an officially printed budget or other official government communication) certifying the non-availability of funds. You will be invoiced for all charges incurred up to the effective date of the cancellation.

**Acknowledgement: Order ID: Q-11601030**

|             |                                                             |                  |
|-------------|-------------------------------------------------------------|------------------|
| <div></div> | <div></div>                                                 | <div></div>      |
|             | <div>Signature of Authorized Representative for order</div> | <div>Title</div> |
| <div></div> | <div>Printed Name</div>                                     | <div>Date</div>  |

This Order Form will expire and will not be accepted after 8/29/2026.



**Thomson  
Reuters™**

## Attachment

**Order ID: Q-11601030**

Contact your representative [randy.lysdale@thomsonreuters.com](mailto:randy.lysdale@thomsonreuters.com) with any questions. Thank you.

### Payment, Shipping, and Contact Information

#### Payment Method:

Payment Method: Bill to Account

Account Number: 1003148335

This order is made pursuant to: TX MSA DIR-CPO-5258 (TXM1)

#### Order Confirmation Contact (#28)

Contact Name: Henson, Cody

Email: [chenson@burnetcountytexas.org](mailto:chenson@burnetcountytexas.org)

#### eBilling Contact

Contact Name Cody Henson

Email [chenson@burnetcountytexas.org](mailto:chenson@burnetcountytexas.org)

#### Shipping Information:

Shipping Method: Ground Shipping - U.S. Only

### ProFlex Multiple Location Details

| Account Number | Account Name                    | Account Address                               | Action |
|----------------|---------------------------------|-----------------------------------------------|--------|
| 1003148335     | BURNET COUNTY COURT LAW LIBRARY | 220 S PIERCE ST<br>BURNET<br>TX 78611-2200 US | New    |

### ProFlex Product Details

| Quantity | Unit      | Service Material # | Description                                                    |
|----------|-----------|--------------------|----------------------------------------------------------------|
| 1        | Each      | 40757482           | West Proflex                                                   |
| 2        | Attorneys | 42821710           | Westlaw Edge Primary Law, Texas, Enterprise access, Government |

### Account Contacts

| Account Contact First Name | Account Contact Last Name | Account Contact Email Address                                                    | Account Contact Customer Type Description |
|----------------------------|---------------------------|----------------------------------------------------------------------------------|-------------------------------------------|
| RAEGAN                     | ALLEN                     | <a href="mailto:rmallen@burnetcountytexas.org">rmallen@burnetcountytexas.org</a> | EML PSWD CONTACT                          |

### Charges During Minimum Term

| Material # | Product Name | Year 1 Charges per Billing Freq | % incr Yr 1-2* | Year 2 Charges per Billing Freq | % incr Yr 2-3* | Year 3 Charges per Billing Freq | % incr Yr 3-4* | Year 4 Charges per Billing Freq | % incr Yr 4-5* | Year 5 Charges per Billing Freq | Billing Freq |
|------------|--------------|---------------------------------|----------------|---------------------------------|----------------|---------------------------------|----------------|---------------------------------|----------------|---------------------------------|--------------|
| 40757482   | West Proflex | \$180.00                        | 5.00%          | \$189.00                        | 5.00%          | \$198.45                        | N/A            | N/A                             | N/A            | N/A                             | Monthly      |

### Charges During Minimum Term

Pricing is displayed only for the years included in the Minimum Term. Years without pricing in above grid are not included in the Minimum Term. Refer to your Order Form for the Post Minimum Term pricing. Refer to Order Form for Billing Frequency Type.