

SUPREME COURT OF ILLINOIS
ADMINISTRATIVE OFFICE OF THE ILLINOIS COURTS

REQUEST FOR INFORMATION

**Publication of Print and Online Illinois Pattern Instructions (as drafted by the Committee
On Pattern Jury Instructions In Civil Cases and the Committee On Pattern Jury
Instructions In Criminal Cases)**

October 11, 2011

I. INTRODUCTION

The Administrative Office of the Illinois Courts seeks responses to this Request for Information (RFI) that will be used to assist in the selection of a print and/or online publisher for the Illinois Pattern Jury Instructions (Civil and Criminal). The purpose of this RFI is to gather information from experienced vendors and service providers that currently publish print and/or online legal documents. The information received from this RFI will be used to assist in the selection of a legal publisher for the above-referenced jury instructions.

Those vendors and service providers who are experienced with print and/or online legal publishing are encouraged to respond.

II. BACKGROUND

Historically, one of the greatest challenges to prompt and true administration of justice in the trial of jury cases has been the matter of instructing juries. In response to a 1955 resolution adopted by the Judicial Conference of Illinois, the Supreme Court appointed a committee from the bench, bar, and law schools of Illinois to study the jury system, and the problem of jury instructions, and to advise the Court of the committee's recommendations. After a lengthy examination of the issue, the newly formed Supreme Court Committee on Jury Instructions decided that, to promote justice, pattern jury instructions should be drafted. The Committee eventually became two committees, the Illinois Supreme Court Committee on Pattern Jury Instructions in Civil Cases and the Illinois Supreme Court Committee on Pattern Jury Instructions in Criminal Cases, the members of which continue to draft and maintain jury instructions in civil and criminal cases, respectively.

The most recent edition of the print Illinois Pattern Jury Instructions (Civil) (West Group) was published in June 2011. The current print edition of the Illinois Pattern Jury Instructions (Criminal) (4th Edition) (West Group) was published in 2000 and updated with a June 2011 pocket part. Both sets of jury instructions are available on Westlaw.

By rule, whenever Illinois Pattern Jury Instructions (IPI) contain an instruction applicable in a case, giving due consideration to the facts and the prevailing law, and the court determines that the jury should be instructed on the subject, the IPI instruction shall be used, unless the court determines that it does not accurately state the law. See Supreme Court Rule 239 Instructions (civil cases) and Supreme Court Rule 451 Instructions (criminal cases). Accordingly, the Supreme Court has determined to place both the civil and criminal pattern jury instructions on the Court's website in order to make the instructions available to the public at no charge. In addition, the Court wishes to maintain the availability of the civil and criminal instructions in print form, as well as online, through a legal publisher. As such, this RFI seeks information from vendors wishing to contract with the Court, through its agent the Administrative Office of the Illinois Courts, for publication of the print and/or online pattern jury instructions (both civil and criminal).

III. VENDOR SUBMISSIONS

The Administrative Office of the Illinois Courts invites interested vendors to submit written expressions of interest with respect to delivery of print and/or online jury instructions as described in this document. Expressions of interest should be formatted to include the following requirements:

- Cover letter summarizing capabilities with respect to delivery of print and/or online publications.
- Publisher Information. Include organization's history, primary business, experience and references for similar solutions.
- Specify desired terms for licensing of the work to the publisher.
- Identify Publisher's anticipated terms for sales, marketing and distribution of the work.
- Method and Rate of Compensation. Identify the method of calculating royalty payments to the Supreme Court for use of the work.
- Time Frame to Implement. Indicate an estimate of the time necessary to produce the civil and criminal pattern jury instructions in print and/or online form.
- Any other pertinent contractual requirements.

Please submit two (2) copies of your expression of interest no later than November 10, 2011, at 1 p.m. Central Standard Daylight Savings Time. Written expressions of interest, which are consistent with this RFI should be sent to the following address:

Michael J. Tardy
Acting Director
Administrative Office of the Illinois Courts
222 N. LaSalle Street, 13th Floor
Chicago, Illinois 60601

Vendors may also reply via email to: mmeis@court.state.il.us

No vendor conference is anticipated for this RFI. Please direct all questions to Marcia M. Meis, Senior Attorney, via the above-referenced email. All questions and answers will be posted to the Court's website at:

<http://www.state.il.us/court/Procurement/>