



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: 14-318, **Version:** 1

- a. Ratify and Authorize the Contracts/Purchasing Officer on behalf of the Registrar of Voters to execute an Agreement for \$245,856.19 with Data Information Management Systems, Inc. (DIMS) to provide voter registration software services for the period October 1, 2013 to June 30, 2016; and
- b. Authorize the Contracts/Purchasing Officer on behalf of the Registrar of Voters to execute two future One-year Extensions which do not significantly impact the scope of work or exceed \$95,000 per additional year.

RECOMMENDATION

It is recommended that the Board of Supervisors:

- a. Ratify and Authorize the Contracts/Purchasing Officer on behalf of the Registrar of Voters to execute an Agreement for \$245,856.19 with Data Information Management Systems, Inc. (DIMS) to provide voter registration software services for the period October 1, 2013 to June 30, 2016; and
- b. Authorize the Contracts/Purchasing Officer on behalf of the Registrar of Voters to execute two future One-year Extensions which do not significantly impact the scope of work or exceed \$95,000 per additional year.

SUMMARY/DISCUSSION

This license agreement is the ratification of an annual renewal of an existing relationship and agreement with Data Information Management Systems, Inc. (DIMS) for software, license, and support of voter registration software services. This software enables the Elections Department to manage the database of registered voters, adjust precinct and polling place information, file candidates and export ballot design data.

The total estimated cost for the Agreement period of October 1, 2013 to June 30, 2016 is \$245,856.19.

The Elections Department has used this software and support for over 20 years and the vendor has consistently provided good service. The software is required for the Elections Department to remain in compliance with all Federal, State, and County laws, rules, and regulations for conducting elections. The agreement needs to be ratified back to its prior expiration date of September 30, 2013. Although the services from DIMS have continued to date, the agreement was not renewed in time due to intervening election activities and confusion concerning inconsistencies arising from the prior board approval process and a misunderstanding of the applicable term of the prior agreement.

OTHER AGENCY INVOLVEMENT:

The requested agreement has been reviewed by County Counsel as to form, and the Auditor-Controller's Office regarding fiscal provisions.

FINANCING:

Funding for this agreement was provided for in Elections 1410-Budget Unit 8064 for Fiscal Year (FY) 2014. There will be no additional cost to the County General Fund associated with this recommendation.

Prepared by: Sandra Henderson, Management Analyst, 1499

Approved by: Claudio Valenzuela, Registrar of Voters, 1499

Attachments:

DIMS Contract Agreement 2013-2016