

**SANTA BARBARA COUNTY  
BOARD AGENDA LETTER**



Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Agenda Number:**  
**Prepared on:** 5/21/03  
**Department Name:** Clerk Recorder Assessor  
**Department No.:** 062  
**Agenda Date:** 6/3/03  
**Placement:** Administrative  
**Estimate Time:**  
**Continued Item:** NO  
**If Yes, date from:**

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**TO:** Board of Supervisors

**FROM:** Joseph E. Holland  
Clerk Recorder Assessor

**STAFF CONTACT:** Laurie Kurilla  
568.3371

**SUBJECT:** Request for Waiver of Competition in Purchase of RIIMS Server Upgrade

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**Recommendation(s):**

That the Board of Supervisors:

Authorize the County Purchasing Manager to procure the hardware components for an upgrade of the Clerk-Recorder RIIMS Server from DFM Associates in the amount of \$52,709.70 (applicable sales tax and shipping are additional), without being required to conduct a Formal Bid Process.

**Alignment with Board Strategic Plan:**

The recommendation(s) are primarily aligned with Goal No. 1. An Efficient Government Able to Respond Effectively to the Needs of the Community.

**Executive Summary and Discussion:**

Pursuant to County Code Section 2-39, we are requesting your Board to waive the competitive bidding requirement in the purchase of the RIIMS SQL Server Upgrade hardware components.

DFM Associates has been the vendor and maintenance support organization for our Clerk-Recorder Records Information and Imaging Management System (RIIMS) for fifteen years. These components can be purchased through many different sources. However, we will still need DFM to build, integrate, and deploy it. We have conducted a comparative pricing analysis for these hardware components with Compuwave (the County hardware vendor) and have found the hardware costs quoted by DFM to be competitive. DFM will purchase, build, and integrate these components into our current system, which was previously purchased from and built by DFM

**Mandates and Service Levels:**

It is critical that this new hardware be built to the same specifications as the current RIIMS hardware. DFM will also deploy their RIIMS software on this hardware, and train our personnel.

**Fiscal and Facilities Impacts:**

Approval of this action will allow the Purchasing Manager to procure the RIIMS Server Upgrade hardware with a order value of \$52,709.70 (applicable sales tax and shipping are additional) which has been fully budgeted and approved for this fiscal year.

**Special Instructions:**

Send a certified copy of the minute order, attn: John McMillin, Purchasing Manager  
Send a certified copy of the minute order, attn: Laurie Kurilla, Assessor, IS Manager

**Concurrence:**

Purchasing Manager