



Board Agenda Item 37

DATE: October 9, 2018

TO: Board of Supervisors

SUBMITTED BY: Paul Dictos, CPA, Assessor - Recorder
Robert W. Bash, Director of Internal Services/Chief Information Officer

SUBJECT: First Amendment to the Agreement with BMI Imaging Systems, Inc.

RECOMMENDED ACTION(S):

Approve and authorize the Chairman to execute Amendment I to Agreement No. A-16-676 with BMI Imaging Systems, Inc. for additional professional services related to imaging system upgrades, effective upon execution with no change in potential term to December 5, 2021 and increasing the maximum Agreement cost by \$331,279 to a total not to exceed \$437,779.

Approval of the recommended action will increase the five-year maximum Agreement cost from \$106,500 to \$437,779. The additional cost to upgrade the current BMI functionality will upgrade the current client application for Windows 10 compatibility, consolidate all official record images into one central location, and bring the Recorder's Office into compliance with California Government Code § 27322.2. This item is countywide.

ALTERNATIVE ACTION(S):

Should your Board not approve the recommended action, the Recorder's Office would be prevented from fully complying with California Government Code § 27322.2.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. The potential five-year Agreement total of \$437,779 will be fully funded by the Recorder's Document System Org 1044. Initial cost for one-time fees total \$262,379 are included in the Assessor-Recorder Org 1048 Adopted Budget for FY 2018-19. Cost for additional years will be included in subsequent annual budget requests.

DISCUSSION:

The Fresno County recorder is responsible for recording, maintaining and preserving all official records and indices associated with land records, and all documents associated with vital statistics including births, deaths, and marriages. The Recorder's Office must have a system of reproducing recorded documents that does not permit the alteration of those documents, pursuant to California Government Code § 27322.2.

On December 6, 2016, your Board approved Agreement No. A-16-676 with BMI Imaging Systems, Inc. for hosting and support services for the migration of then existing proprietary images from County managed servers to BMI Imaging Systems, Inc.

The Recorder's Office uses the BMI Digital Reel software to load and view images. As part of the

procedures to continuously review and update public records, the Recorder's Office has determined a need to upgrade the current BMI Digital Reel software and use BMI's professional services to convert approximately 400 microfilm rolls, digitize all vital records, upload approximately 18 million images and archive approximately 4 million images. The upgrade will enhance data protection by converting all records into a digital format for permanent preservation. The conversion and digitization will continue to be hosted by BMI, Imaging Systems, Inc.

With your Board's approval of the recommended action, the total maximum compensation for the total potential five-year term of the Agreement will increase to \$437,779. This will allow the Recorder's Office to fully utilize the functionality of the Digital Reel software by consolidating all record images into one location, upgrade the current client application to Windows 10 compatibility, and will bring the Recorder's Office into full compliance with California Government Code § 27322.2. All other terms of the Agreement remain unchanged.

REFERENCE MATERIAL:

BAI #16, December 6, 2016

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Amendment I to Agreement A-16-676 with BMI Systems, Inc.

CAO ANALYST:

Juan Lopez