COUNTY OF LOS ANGELES
REGISTRAR-RECORDER/COUNTY CLERK
12400 IMPERIAL HWY. – P.O. BOX 1024, NORWALK, CALIFORNIA 90651-1024

CONNY B. McCORMACK
Registrar-Recorder/County Clerk

April 26, 2007

TO: EACH SUPERVISOR

FROM Conny B. McCormack, Registrar-Recorder/County Clerk

NOTIFICATION OF INTENT TO NEGOTIATE A SOLE SOURCE CONTRACT WITH GLOBAL 360, BGS, INC. FOR CONTINUED SOFTWARE LICENSING AND MAINTENANCE AND SUPPORT SERVICES OF THE DOCUMENT IMAGING SYSTEMS

In accordance with Board policy on advance notification of sole source agreements of $250,000 or greater, this is to inform you that the Department of the Registrar-Recorder/County Clerk (RR/CC) intends to negotiate a non-competitive sole source agreement with Global 360, Business and Government Systems, Inc. (Global 360, BGS, hereinafter referred to as "Global 360") for continued software licensing and maintenance and support services for the RR/CC Document Imaging Systems. The Document Imaging Systems are highly customized and provide for digital scanning, storage, easy retrieval access, and printing of the County's Real Property documents, Vital Records (birth, death and marriage records), and supports certain Voter File operations. The functionality of the Real Property system also allows other County departments such as the Treasurer and Tax Collector, the Assessor, and Public Works to access the images online for viewing and printing.

The Document Imaging Systems utilize commercial, off-the-shelf software products, Keyfile and OCR for Anydocs. These software products and support services are intended and available only through a Vendor Authorized Representative to be utilized by software integrators, such as Global 360. The system that supports the Vital Records operations also uses STARRS custom software, specifically designed and written for the RR/CC, to allow for the passage of images between OCR for Anydocs and Keyfile and to provide enhanced system functionality. STARRS is proprietary software and owned by Global 360. Due to the proprietary software, the highly customized integrated systems, and a critical need for uninterrupted service, Global 360 is the only source that can provide these services.

In 2002 your Board approved a sole source agreement with Hershey Business Systems, Inc. (HBSI), to develop the Document Imaging Systems, to modernize, automate storage, and access to the RR/CC recorded documents. These systems have greatly improved public service and staff effectiveness by eliminating microfilm usage for viewing, research and printing recorded documents. In late 2004, Global 360 purchased this business component from HBSI. On August 30, 2005, RR/CC requested your Board's approval of the assignment and delegation of the contract rights and responsibilities for software maintenance and support services for the RR/CC's Document Imaging Systems from HBSI to Global 360. Global 360 has since provided exceptional maintenance and support services.

The existing agreement with Global 360 was set to expire on February 18, 2007. The RR/CC, under Board delegated authority, extended the agreement to determine which software licenses would continue to be needed. The current month-to-month agreement will end June 30, 2007. The continued maintenance and support services provided by Global 360 is necessary to ensure uninterrupted use of the Document Imaging Systems.

Unless otherwise instructed by your Board within two weeks, the RR/CC will proceed to negotiate a sole source contract with Global 360.

CBM:NU:yt

c: Chief Administrative Office
County Counsel
Chief Information Office