

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

430



FROM: Purchasing and Fleet Services

SUBMITTAL DATE:
November 15, 2004

**SUBJECT: APPROVE THE AGREEMENT FOR TITLE SEARCH SERVICES WITH OPTIMA
INFORMATION SOLUTIONS, LLC FOR THE TREASURER-TAX COLLECTOR & TLMA**

RECOMMENDED MOTION: Move that the Board of Supervisors;

- 1) Approve and execute the professional service agreement with OPTIMA Information Solutions, LLC for three (3) years, renewable in one-year increments in the annual amounts broken down as follows:
 - Treasurer/Tax Collector \$125,000,
 - TLMA \$100,000
- 2) Authorize the Purchasing Agent to sign amendments and exercise renewal options for an amount not to exceed the contract maximum.

BACKGROUND: The Treasurer-Tax Collector's office is responsible for conducting tax sales for tax defaulted property. In order to meet legal requirements for notification, there is a need for a title search company to provide "parties of interest title reports". This service will provide a report showing all parties of interest that would have a claim to the property that is being offered for sale. This report also shows all transfers, lien holders, judgments, and pending actions/bankruptcies in relationship to the property. The costs of the reports are included in the minimum bid on the tax auction and thus the cost of these reports is essentially covered by tax sale proceeds.

(Continued on Page 2)

[Signature]
ROBERT HOWDYSHELL, Director
Purchasing and Fleet Services

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 112,500	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 50,000	Budget Adjustment:	No
	Annual Net County Cost:	\$ 100,000	For Fiscal Year:	FY 04/05

SOURCE OF FUNDS: Tax Collector-Departmental Revenue Building and Safety-General Fund	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

County Executive Office Signature *[Signature]*

- Dep't Recomm.: Consent
- Per Exec. Ofc.: Consent
- Policy
- Policy

Prev. Agn. Ref.: | **District:** | **Agenda Number:**

**ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD**

3.19

BOARD OF SUPERVISORS

FORM 11: APPROVE THE AGREEMENT FOR TITLE SEARCH SERVICES WITH OPTIMA INFORMATION SOLUTIONS, LLC FOR THE TREASURER-TAX COLLECTOR & TLMA

PAGE 2

BACKGROUND (CONTINUED)

The Code Enforcement division of the Department of Building and Safety of the Transportation and Land Management Agency is responsible for enforcing various County Ordinances and Codes relating to the abatement of public nuisances such as substandard buildings, junk, trash and debris, substandard mobile homes, and inoperable vehicles. The abatement process imposes similar notification requirements, as is the case for tax sales.

PRICE REASONABLENESS: Purchasing released a request for proposals and mailed the proposals to 40 vendors and advertised on the Internet. The county received three responses with the bid range of \$95 to \$158 per parcel report. OPTIMA Information Solutions, LLC was selected as the lowest responsive/responsible vendor with a cost of \$95 per parcel. A local vendor decided not to participate in the award after submitting its proposal. The evaluations were based on experience, service, references, sample reporting, and overall cost to the County.