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

5 12

FROM: Registrar of Voters

SUBMITTAL DATE:
December 21, 2009

SUBJECT: Amendment to the DFM Associates agreement for Election Information Management System (EIMS) services adding Intelligent Character Recognition (ICR) module.

RECOMMENDED MOTION: That the Board of Supervisors approve the amendment to the Master Agreement with DFM Associates adding ICR and increasing the annual amount from $148,262 to $177,062.

BACKGROUND: On March 20, 2001 (Agenda item #3.30) the Board of Supervisors approved the Registrar of Voters' use of DFM's Election Management System (EIMS) for precincting, recruiting of election officers/polls, voter registration, ballot typing and other core department functions.

DFM Associates has developed an Intelligent Character Recognition (ICR) data entry process that uses commercial off the shelf high speed scanners for automated data entry of voter registration affidavits. Currently, affidavit data is entered manually by Registrar of Voters or Temporary Assistance Program staff.

(Continued on Page 2)

Barbara Dunmore
BARBARA DUNMORE
Registrar of Voters

FINANCIAL DATA				
	Current F.Y. Total Cost:	$ 79,400	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	$ 79,400	Budget Adjustment:	No
	Annual Net County Cost:	$ 28,800	For Fiscal Year:	N/A

SOURCE OF FUNDS: Departmental Budget

Positions To Be Deleted Per A-30 ☐

Requires 4/5 Vote ☐

C.E.O. RECOMMENDATION:

APPROVE

BY: _____
Karen L. Johnson

County Executive Office Signature

Policy ☒ Consent ☐ Dep't Recomm.:

Policy ☒ Consent ☐ Per Exec. Ofc.:

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

3.29

BOARD OF SUPERVISORS
FORM 11: Amendment to the DFM Associates agreement for Election
Information Management System (EIMS) services adding
Intelligent Character Recognition (ICR) module.

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Manual entry of voter registration affidavits for the November 2008 presidential general election required approximately 7,200 staff hours for an estimated cost of $120,000.

With the implementation of ICR, staff will scan voter registration affidavits and verify the accuracy of the image interpretation. Savings from the reduced number of temporary staff required and greater accuracy of the data are anticipated to offset the increased fees. With more accurate data entry, fewer resources will be needed to correct human error.

The efficiencies gained from ICR will result in a greater number of new registrants in the initial precinct voter roster (rather than the supplemental roster), improving the voter check-in process on Election Day.

A one time installation and training cost of $65,000 is included the FY 09/10 budget. Annual maintenance and licensing charges will increase by $2,400 a month.

ICR DATA ENTRY PROCESS SOFTWARE ADDENDUM

**WHEN SIGNED ON BEHALF OF THE COUNTY AND DFM
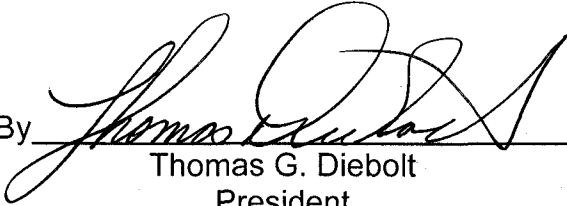THIS ADDENDUM DATED _____, 20____
SHALL BECOME A PART OF THAT CERTAIN
MASTER AGREEMENT, DATED AS OF MARCH 20th, 2001
("MASTER AGREEMENT")**

Process Description: The ICR Data Entry Process is an add-on subsystem to EIMS which utilizes Intelligent Character Recognition (ICR) software to aid in data capture from the Affidavit of Registration. This process is an interactive process using scanning hardware, software and the interaction and decision input from a data entry operator.

1   The ICR Data Entry Process subsystem shall be installed in accordance with Section 3.2 of the Master Agreement on or about March 20th, 2001.

2   Following the installation of the ICR Data Entry Process subsystem DFM shall provide training on the ICR Data Entry Process subsystem in accordance with Section 3.10 of the Master Agreement.

3   Installation and Training Fee: The County agrees to pay to DFM an installation and training fee of $65,000.   This fee includes licensing for the underlying ICR/OCR technology, development of recognition rules for up to 15 data entry forms, software installation and end user training.

4   Monthly Lease Fee: For the right to use the ICR Data Entry Process subsystem, the County agrees to pay to DFM $2,400 per month (subject to extension as provided for in Article 9 of the Master Agreement).

5   Incorporation of Master Agreement. The provisions of the Master Agreement, including, without limitation, Article 3, are incorporated herein by this reference as if set forth in full.

DFM ASSOCIATES, a California
Corporation

By _____
Thomas G. Diebolt
President

COUNTY OF RIVERSIDE, a political subdivision
of the State of California

By:_____
Chairman Board of Supervisors
County of Riverside

APPROVED as to FORM
RIVERSIDE County Counsel:

By:_____