

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY  
AND RECORD OF ACTION**

June 18, 2025

**FROM**

**JOANI FINWALL, Registrar of Voters**

**SUBJECT**

Amendment to Contract with Runbeck Election Services, LLC for Software, Licensing, and Support Services

**RECOMMENDATION(S)**

Approve **Amendment No. 4 to Contract No. 15-404** with Runbeck Election Services, LLC for software, licensing, and support services related to Data Information Systems, Inc.'s election management software, to include additional integration and configuration services, increasing the contract amount by \$443,000, from \$3,381,975 to an amount not to exceed \$3,824,975, with no change to the contract period of July 1, 2015 through June 30, 2030.

(Presenter: Joani Finwall, Registrar of Voters, 387-2100)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Improve County Government Operations.**

**Operate in a Fiscally-Responsible and Business-Like Manner.**

**FINANCIAL IMPACT**

Approval of this recommendation will not result in the use of additional Discretionary General Funding (Net County Cost). Both the one-time purchase cost of \$5,000 and the first-year ongoing cost of \$65,000 are included in the Registrar of Voters (ROV) 2024-25 budget. The ongoing costs totaling \$373,000 for the remaining years of the term will be paid annually and will be included in future recommended budgets.

**BACKGROUND INFORMATION**

On June 23, 2015 (Item No. 76), as the result of a non-competitive procurement, the Board of Supervisors (Board) approved Contract No. 15-404 (Contract) with Data Information Management Systems, Inc. (DIMS) for software licensing fees and system support for the DIMS election management software (DIMS.net) in an amount not to exceed \$819,847, effective July 1, 2015 through June 30, 2020.

On November 5, 2019 (Item No. 36), the Board approved Amendment No. 1, reassigning the Contract to Runbeck, exercising the five year renewal option for a total period of July 1, 2015 through June 30, 2025, and increasing the Contract amount by \$950,000, to a total amount not to exceed \$1,769,847.

In response to the Coronavirus Pandemic (Pandemic), the Board granted authority to the Chief Executive Officer (CEO) to execute or approve various actions related to purchases and contracts. On September 14, 2020, the CEO approved the purchase of the additional software

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needed to conduct the November 2020 Presidential General Election during the Pandemic. On October 27, 2020 (Item No. 38), Amendment No. 2 was ratified by the Board for the purchase of add-on software, development, and support, increasing the Contract amount by \$112,128 to an amount not to exceed \$1,881,975, with no change to the Contract term.

On July 23, 2024 (Item No. 64), the Board approved Amendment No. 3 which allowed ROV to continue maintaining its voter registration and election records with DIMS.net for an additional five years, updated Contract language to include vendor duties related to data management and included the addition of a change order process with a total change order amount increase not to exceed \$100,000, increasing the Contract amount by \$1,500,000, from \$1,881,975 to an amount not to exceed \$3,381,975, and extending the Contract term an additional five years, for the total term of July 1, 2015 through June 30, 2030.

Amendment No. 4 (Amendment) will allow for the BlueCrest Automated Signature Verification software to integrate with DIMS.net., ROV's election management system. The integration between the two systems will help maximize the volume of mail ballots signatures that can be processed and reviewed. The recommended Amendment will improve County government operations by increasing the overall efficiency of mail ballot processing.

**PROCUREMENT**

N/A

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Jolena Grider, Deputy County Counsel, 387-5455) on May 20, 2025; Purchasing Department (Ariel Gill, Supervising Buyer, 387-2070) on May 21, 2025; Finance (Elias Duenas, Administrative Analyst, 387-4378) on May 29, 2025; and County Finance and Administrative (Valerie Clay, Deputy Executive Officer, 387-5423) on June 2, 2025.

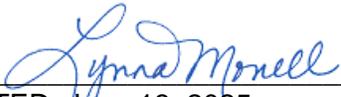
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Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

Moved: Curt Hagman Seconded: Joe Baca, Jr.  
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: June 18, 2025



cc: ROV - Finwall w/agree  
Contractor - c/o ROV w/agree  
File - w/agree  
MBA 06/27/2025