



AGENDA STAFF REPORT

Control: 26001336

MEETING DATE: 06/23/2026

LEGAL ENTITY TAKING ACTION: Board of Supervisors

BOARD OF SUPERVISORS DISTRICT(S): All Districts

SUBMITTING AGENCY/DEPARTMENT: Registrar of Voters

DEPARTMENT CONTACT PERSON(S): Bob Page, 714-567-7620
Kimberly Hostler, 714-567-5107

SUBJECT: Approve Contract for Mail Processing Hardware Maintenance and Software Licensing

CEO CONCUR	COUNTY COUNSEL REVIEW	CLERK OF THE BOARD
Concur	Approve agreement to form	DISCUSSION
		3 Votes Board Majority

Budgeted: N/A	Current Year Cost: N/A	Annual Cost: FY 2026-27 \$485,789 FY 2027-28 \$495,862 FY 2028-29 \$506,237 FY 2029-30 \$516,923 FY 2030-31 \$527,930
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Staffing Impact: No	Funding Source: NCC: 100%	Sole Source: Yes
Current Fiscal Year Revenue: N/A		County Audit in Last 3 years: No
Levine Act Review Completed? Yes		
Prior Board Action: N/A		

RECOMMENDED ACTION(S):

1. Authorize the County Procurement Officer or Deputized designee to execute sole source contract with DMT Solutions Global Corporation DBA BlueCrest for hardware maintenance on Document Messaging Technologies sorters, inserters and server and software licensing and maintenance, effective August 12, 2026, through August 11, 2031, in the amount not to exceed \$2,532,741.
2. Pursuant to Contract Policy Manual Section 3.3-113, authorize the County Procurement Officer or Deputized designee to exercise a contingency contract cost increase, not to exceed a total of 10 percent of the contract amount for the first year of the contract, for the entire term of the contract, including renewals, and within the scope of work set forth in the contract. The use of this contingency contract cost increase is subject to approval requirements established by the County Procurement Officer.

SUMMARY:

Authorization to execute contract with Document Messaging Technologies (DMT) Solutions Global Corporation DBA BlueCrest to provide mail processing equipment, hardware maintenance and server software licensing and maintenance on DMT sorters and inserters that will allow the Registrar of Voters to process vote by mail ballots and other mailings as needed by the County.

BACKGROUND INFORMATION:

The Registrar of Voters (ROV) uses the Document Messaging Technologies (DMT) Sorters, Inserters and Server to process outgoing and incoming vote-by-mail ballots, as well as other mass mailings as needed by the County. Per Contract MA-031-26011329, DMT Solutions Global Corporation DBA BlueCrest will provide Hardware Maintenance on DMT Sorters, Inserter and Server and Software Licensing and Maintenance. The previous contract, MA-031-21011546, which included all hardware, software, and relevant maintenance, is expiring.

On October 31, 2017, the Board approved the purchase of new mailing equipment, including one new Pitney Bowes MPS inserting system and one Pitney Bowes 72 pocket Vantage Sorter system, based on a competitive Invitation for Bids process.

In June 2020, ROV purchased one additional Pitney Bowes 72 pocket Vantage Sorter system and hardware maintenance and software licensing and maintenance by DMT Solutions Global Corporation for the equipment purchased based on a competitive Invitation for Bids process.

In May and December 2023, ROV purchased two additional 72 pocket Vantage sorter systems and one Epic inserting system based on a competitive Invitation for Bids process.

CPM Section 3.3-105(2) provides that the initial term of a service contract shall not exceed three years, with a two-year renewable term, unless otherwise approved by the Board. Here, the County has invested more than \$5.8 million in the updated Pitney Bowes mail processing equipment and plans to continue using this equipment for the foreseeable future. As such, ROV is now requesting approval of contract MA-031-26011329, for a five-year term, effective August 12, 2026, through August 11, 2031.

This Contract is a sole source contract as the MPS inserting System and the Vantage Sorting Systems, including its software, is proprietary and, as such, all hardware maintenance and software licensing for the equipment is only provided by DMT Solutions Global Corporation.

The Contractor's performance has been confirmed as satisfactory. ROV has verified there are no concerns that must be addressed with respect to Contractor's ownership/name, litigation status or conflicts with County interests. The Orange County Preference Policy is not applicable to this renewal amendment.

This Contract does not currently include subcontractors or pass through to other providers. See Attachment B for Contract Summary Form.

This Contract contains non-standard indemnification language. County Executive Office (CEO)/Risk Management has approved the contract terms and determined the risk was acceptable. Attachment C is the Risk Assessment Form as approved by CEO/Risk Management.

FINANCIAL IMPACT:

Appropriations for this contract are included in the FY 2026-27 Recommended Budget and will be included in the budgeting process for future years.

The contract contains language allowing the Registrar of Voters to terminate the contract without penalty with or without cause in the event that funding is reduced and/or not available to continue funding the contract.

STAFFING IMPACT:

N/A

REVIEWING AGENCIES/DEPARTMENTS:

N/A

ATTACHMENTS:

Attachment A - MA-031-26011329 Bluecrest

Attachment B - Contract Summary Form

Attachment C - Risk Assessment Form