

**MEMORANDUM  
PLACER COUNTY HEALTH AND HUMAN SERVICES  
Administration**

**TO:** Honorable Board of Supervisors

**FROM:** Richard J. Burton, M.D., M.P.H.  
Placer County Health Officer and Director of Health & Human Services  
Bob Dunstan, Director of Administrative Services

**DATE:** November 7, 2006

**SUBJECT:** Purchase of Identix Livescan fingerprint and identification system

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**ACTION REQUESTED:**

1. Approve the purchase of an Identix Livescan fingerprint and identification system, printer, and associated software and support in the amount of \$18,000;
2. Approve the attached Budget Revision to the Health and Human Services Administration budget for a total of \$18,000; and
3. Add the system to the Master Fixed Asset List.

**BACKGROUND:**

Health and Human Services (HHS) uses Livescan fingerprint/ID equipment in the HHS Administration and Personnel offices. This equipment is connected to a California Department of Justice database and is used to conduct background checks for certain classifications of employees within HHS at the time of hire, as well as for potential foster care families applying to provide services through the Children's System of Care.

The California Department of Justice recently notified HHS that it will no longer accept the current method of connecting to the fingerprint system, and the manufacturer has stated that it will no longer support the equipment. Unfortunately, HHS was not aware of this decision until after the budget preparations for FY2006-07 had been completed. As there is a need to continue to run background checks on a daily basis, this purchase approval and budget revision is being brought to your Board as a separate issue outside of the budget approval process.

Other manufacturers make similar equipment, but the Livescan equipment has an exceptional history of performance with low down-time. The Sheriff and Probation use Livescan fingerprint/ID equipment in the Sheriff's main office, Jail, Probation main office, and Juvenile Hall. This purchase may be exempt from the competitive process in accordance with Purchasing Policy Section 1.3(i).

**FISCAL IMPACT:**

This purchase will be funded within HHS Administration budget and the costs distributed to appropriate divisions. Approximately 60% or \$10,800 is General Fund.

cc: Procurement Services

