



Agenda Action Form Overview

The Board is requested to authorize the County Manager to enter into a contract with SHI International in the amount of \$106,869.91 using current FY 2023-2024 IS&T operations funding to renew the County’s text archiving licenses. This software allows the County to continue the archival of text messages to and from County phones.

Background/Justification

SMARSH technology archives text messages to and from County phones. This data governance solution gives IS&T modernized capabilities that ensure we are proactive in adhering to the digital records polices and guidelines of the State Archives of North Carolina.

SHI International Corporation is an \$11 billion global provider of technology products and services. Recognized by Gartner as a Leader in the Enterprise Information Archiving space for seven consecutive years, SHI is the industry’s most experienced software volume licensing experts. SHI delivers custom IT solutions to Corporate, Enterprise, Public Sector, and Academic customers. With over 5,000 employees worldwide, SHI is the largest Minority and Woman-Owned Business Enterprise (MWBE) in the U.S.

SMARSH was founded to provide firms with a better way to archive, store, and monitor a growing amount of electronic communications data. Smarsh is a trusted partner that helps businesses embrace technological innovation with the right archiving and compliance technology.

Policy Impact

There is no impact to policy; this action allows Durham County Government to continue to its effective and efficient use of Smarsh licenses and the services this system provides for the organization.

Procurement Background

The Smarsh text archiving licenses are purchased through SHI International in accordance with County purchasing policies.

Type of purchase

- Goods
- Services
- Architect, Engineer or Surveyor Services
- Construction and Repair

Did this request for purchase go through a bid process? Yes No

Goods: Bids required if ≥ \$30,000, BOCC approval if ≥ \$90,000
Services: Bids required if ≥ \$30,000, BOCC approval if > \$40,000
Construction/Repair work: Bids required if ≥ \$30,000, BOCC approval if ≥ \$500,000



If yes, attach a copy of bid tab and the minority and women business enterprise (MWBE) compliance review form provided by the Purchasing Division.

If no, why?

- Sole source exemption
- Cooperative purchasing program exemption
- State and federal contract exemption
- Contract is an amendment to an existing contract
- Other - Request for capital funding; no expenditures requested at this time.

If exempted from bidding, has this request been reviewed and approved by the Purchasing Division in the agenda Legistar system? Yes No

If no, why?

Request for Operational funds; no expenditures requested at this time.

Fiscal Impact

This contract will be funded out of the IS&T 2023-2024 operational budget.

Recommendations

The County Manager recommends that the Board authorize the County Manager to enter a contract with SHI International in the amount of \$106,869.91 using IS&T current FY 2023-2024 operations funding. The County Manager also recommends the Board allow the County Manager to sign off on subsequent renewals, extensions, or amendments associated with this contract as necessary to continue services as required.