

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

September 26, 2023

FROM

STEPHENIE SHEA, Registrar of Voters

SUBJECT

Amendment to Contract with Runbeck Election Services, Inc., for the Purchase of Mobile Ballot Printers, Software Licensing and Support Services

RECOMMENDATION(S)

1. Approve **Amendment No. 1 to Contract No. 23-1106** (4400013803) with Runbeck Election Services, Inc., amending the payment schedule for the purchase of new mobile ballot printers, software licensing and support services, updating the contract language to include vendor duties relating to data management, increasing the contract amount by \$1,136,475 from \$1,011,430 to an amount not to exceed \$2,147,905, and extending the term by five years, for a contract term of December 18, 2019 through December 13, 2029.
2. Authorize the unbudgeted fixed asset purchase of mobile ballot printers in the amount of \$209,000, for on demand ballot printing.
3. Authorize the Auditor-Controller/Treasurer/Tax Collector to post the adjustments to the Registrar of Voters' 2023-24 budget, as detailed in the Financial Impact section (Four votes required).

(Presenter: Stephenie Shea, Registrar of Voters, 387-2100)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

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). Appropriation of \$209,000 is requested to be transferred from the appropriation for funding temporary staff expenses to fund the purchase of these Mobile Ballot Printers (MBPs) due to anticipated savings in the Temporary Help-Outside Services budget as a result of the workload being performed by permanent full-time positions. The ongoing costs of \$1,136,475 associated with Amendment No. 1 are currently funded within the Registrar of Voters' (ROV) base allocation. Adequate appropriation was included in the ROV 2023-24 budget and will be included in future recommended budgets. This item authorizes the Auditor-Controller/Treasurer/Tax Collector to post adjustments to ROV's 2023-24 budget as follows:

Funds Center	Commitment Item/ GL Account	Description	Action	Amount
6800001000	52002335	Temporary Help – Outside Services	Decrease	\$209,000
6800001000	54404040	Equipment	Increase	\$209,000

Amendment to Contract with Runbeck Election Services, Inc., for the Purchase of Mobile Ballot Printers, Software Licensing and Support Services
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BACKGROUND INFORMATION

On December 18, 2019, the Purchasing Agent approved Contract No. 4400013803 with Runbeck Election Services, Inc. (Runbeck), for the purchase of MBPs, in an amount not to exceed \$1,011,430, for the five-year period through December 13, 2024. This included software and hardware components, licensing, warranty, training, and election support services.

The MBPs are certified and tested by the California Secretary of State (SOS) to uphold election security. This ballot printing on-demand solution includes all components necessary for flexible, accurate, and secure onsite ballot printing by providing the technology and services to print correct ballots with complete accuracy, and a full audit trail.

ROV purchased the Okidata MBP's in 2019, including consumables for each election. Runbeck informed ROV that the printers were not going to be supported past 2025 and that future supply chain delays were anticipated. Runbeck recommended that ROV switch to the Lexmark MBPs as they had recently been certified by the SOS, would be supported by the vendor, and the consumables were domestically sourced in the United States, relieving any supply chain delays. It is recommended for ROV to switch to the new MBPs prior to the March 2024 Presidential Primary Election.

Approval of Amendment No. 1 will allow ROV to purchase the newly certified MBPs, update the contract language to include vendor duties related to data management, and to extend the term of the contract by five years to December 13, 2029.

PROCUREMENT

Contract No. 4400013803 is the result of a competitive procurement. On March 19, 2019, the Board of Supervisors approved the use of a formal, competitive Invitation to Negotiate (ITN) procurement process to select and purchase a State-certified replacement voting system. On March 28, 2019, ROV issued ITN No. ROV119-ROV3324 in conjunction with the Purchasing Agent. ROV received proposals from the two State-certified vendors (Dominion Voting Systems, Inc. and Runbeck). The evaluation committee recommended Runbeck for a contract based on the overall best value to the County. Competitive procurement options will be considered at the time of renewal.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Jolena Grider, Deputy County Counsel, 387-5455) on September 1, 2023; Auditor-Controller/Treasurer/Tax Collector (Vanessa Doyle, Deputy Chief Controller, 382-3193) on September 6, 2023; Purchasing (Jessica Barajas, Supervising Buyer, 387-2065) on September 7, 2023; Finance (Elias Duenas, Administrative Analyst, 387-4378) on September 8, 2023; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on September 11, 2023.

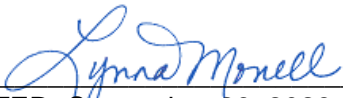
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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

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

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: September 26, 2023



cc: ROV - Shea w/agree
Contractor - c/o ROV w/agree
File - w/agree
CCM 10/12/2023