



San Bernardino County

Legislation Text

File #: 10477, Agenda Item #: 51

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

July 9, 2024

FROM

STEPHENIE SHEA, Registrar of Voters

SUBJECT

Amendment to Contract with KNOWiK, LLC for Purchase of Electronic Poll Books

RECOMMENDATION(S)

Approve Amendment No. 4 to Contract No. 19-696 with KNOWiK, LLC, for the refresh purchase of electronic poll books, increasing the contract amount by \$2,750,000, from \$10,763,748.50 to an amount not to exceed \$13,513,748.50, with no change to the term of October 22, 2019 through October 21, 2029.

(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 item will not result in the use of additional Discretionary General Funding (Net County Cost). Sufficient appropriation is included in the Registrar of Voters' (ROV) 2024-25 budget and will be included in future recommended budgets, as needed.

BACKGROUND INFORMATION

State certified electronic poll (ePoll) books are certified and tested by the Secretary of State (SOS) to uphold election security, serve as an electronic method to enable poll workers to efficiently check-in voters on election day, and help to identify the correct ballot type for each voter. They are not part of the election management system, which is not connected to the internet.

The recommended Amendment No. 4 (Amendment) to Contract No. 19-696 (Contract) with KNOWiK, LLC will allow ROV to refresh 2,500 ePoll books as they have reached their life expectancy of three years. This refresh will provide ROV with the most current version of hardware and software that is certified by the SOS and supported by the vendor. The purchase of the new ePoll books, including the first-year warranty, will result in an additional \$2,750,000, for a total contract amount of \$13,513,748.50. The Amendment will also change incorrect amounts that were included in previous amendments.

On October 22, 2019 (Item No. 39), as the result of Invitation to Negotiate No. ROV119-ROV3324, the Board of Supervisors (Board) approved the Contract for the purchase of State-certified ePoll books, in an amount not to exceed \$7,140,534, effective October 22, 2019 through October 21, 2024. This included software and hardware components, licensing, warranty, training, and election support services.

On March 29, 2022 (Item No. 49), the Board approved Amendment No. 1 to the Contract to purchase fixed assets, including six Poll Synch Kits, cabling, installation and supplies, to increase the capacity for more efficient data and software updates on poll books. Amendment No. 1 also increased the contract amount by \$77,230.50, from \$7,140,534 to \$7,217,764.50, with no change to the contract term of October 22, 2019 through October 21, 2024.

On August 22, 2023 (Item No. 74), the Board approved Amendment No. 2 (erroneously titled Amendment No. 1) to the Contract to update vendor duties related to data management and to purchase a single tenant cloud environment to increase the speed and robustness of the system, allowing the ePoll books to meet demand requirements and increase responsiveness. Amendment No. 2 also extended the Contract term by five years, for a total term of October 22, 2019 through October 21, 2029, and increased the Contract amount by \$3,441,000, from \$7,217,764.50 to an amount not to exceed \$10,658,764.50. The total amount in Amendment No. 2 was incorrectly listed as \$10,581,534.

On January 9, 2024 (Item No. 48), the Board approved Amendment No. 3 to the Contract to amend the scope of work to include cachebox services to expedite the distribution of electronic roster files to the ePoll books in the amount of \$4,984. Amendment No. 3 also included the addition of a change order process, with a total change order increase amount not to exceed \$100,000, resulting in a \$104,984 total increase to the Contract amount, from \$10,658,764.50 to a total Contract amount not to exceed \$10,763,748.50.

PROCUREMENT

N/A

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Jolena Grider, Deputy County Counsel, 387-5455) on June 12, 2024; Purchasing (Ariel Gill, Supervising Buyer, 387-2070) on June 12, 2024; Finance (Elias Duenas, Administrative Analyst, 387-4052) on June 18, 2024; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on June 21, 2024.