

# DEPARTMENTAL INPUT

## CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New   
  OTR   
  Sole Source   
  Bid Waiver   
  Emergency   
 Previous Contract/Project No. EPP-RFP601

Contract   
  Re-Bid   
  Other LEGACY CONTRACT   
 LIVING WAGE APPLIES:  YES  NO

Requisition No./Project No.: RQEL1300004   
 TERM OF CONTRACT 3 YEAR(S) WITH 2 2 YEAR OTRs

Requisition /Project Title: Electronic Voter Identification Stations

Description: The purpose of this contract is to obtain Electronic Voter Identification Stations for the Elections Department. These devices and associated software were originally obtained via competitive RFP No. EPP-RFP601. This contract will provide the ability to purchase new units in order to expand operations as well as on-going maintenance supports services.

Issuing Department: Elections   
 Contact Person: Beth Goldsmith   
 Phone: 305-375-4417

Estimate Cost: \$3,200,000 for initial term

Funding Source: GENERAL    FEDERAL    OTHER

Bonds

### ANALYSIS

<b>Commodity Codes:</b>	<u>57835</u>	<u>92045</u>		
Contract/Project History of previous purchases three (3) years Check here <input checked="" type="checkbox"/> if this is a new contract/purchase with no previous history.				
	<b>EXISTING</b>	<b>2<sup>ND</sup> YEAR</b>	<b>3<sup>RD</sup> YEAR</b>	
<b>Contractor:</b>	<u>VR Systems, Inc</u>			
<b>Small Business Enterprise:</b>				
<b>Contract Value:</b>	<u>\$</u>	<u>\$</u>	<u>\$</u>	
<b>Comments:</b>				
Continued on another page (s): <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO				

### RECOMMENDATIONS

	Set-aside	Sub-contractor goal	Bid preference	Selection factor
<b>SBE</b>				
Basis of recommendation: <u>See scope.</u>				
Signed: <u>Beth Goldsmith</u>		Date sent to SBD: <u>7/23/2013</u>		
		Date returned to ISD Procurement: _____		

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## Appendix A – Scope of Services

The Contractor shall provide the County with Electronic Voter Identification Check-in Stations (EVIDs) for use throughout the County. The EVIDs will be composed of the following components:

1. Base Configuration of Equipment – Main Unit (EVID Compact) includes:
  1. Intel Dual-Core Atom 1.8GHz CPU or better.
  2. 10.4" Resistive LCD Touchscreen
  3. 4 GB RAM
  4. One (1) 32 GB SATA Solid State Drive
  5. Three (3) serial ports
  6. Five (5) USB ports
  7. One (1) Gigabit Ethernet LAN port
  8. One (1) PS/2 Port
  9. One (1) VGA Port
  10. One (1) Internal mini PCI 802.11 Wireless Adapter
  11. One (1) 3" Seiko Instruments Thermal Receipt Printer w/auto cutter
  12. One (1) Integrated ID Tech 3 Track Magnetic Stripe Reader (MSR)
  13. Windows Embedded POSReady 7 Operating System
2. Peripheral Equipment for Main Unit (EVID Compact) - includes:
  1. One (1) AC Power Brick
  2. One (1) 56K US Robotics USB Dialup Modem
  3. One (1) Topaz USB Signature Pad w/Resistive Touch LCD & Backlight
  4. One (1) 8GB USB Flash Drive
3. Carrying Case: Hard-Shell Stackable Carry/Storage Case with carrying handles and form fitted foam insert to accommodate up to two (2) Main Units and all peripherals.

The Contractor shall provide the County with the following software components in association with the EVIDs:

### ***EVID Station Software***

Each EVID includes a licensed copy of Microsoft Windows Embedded POSReady 7 © which is Third-Party Software furnished "as is" subject to the manufacturer's license agreements.

Station Software running on the EVIDs verifies a voter's eligibility to vote using information imported from the Voter Focus☆ system obtained under Contract No. EPP-RFP8248, and records the fact that the voter has checked in to vote. A synchronization program exchanges voter check-in information with the EVID Web Site.

Station Software may run in four modes:

1. Early Voting at an early voting center as defined in Florida Statutes 2003.
2. Voter Check-in Station operating at the polls on Election Day.
3. Clerk's Station operating at the polls on Election Day. Clerk's station will perform all functions of EVIDs, and will, in addition, permit the research of voters that the primary check-in station could not locate, and process address changes into the precinct where the clerk's station is located.
4. Voter Outreach mode (for use at a county fair or other voter outreach event) prints a ticket that allows a voter to verify that the Elections Office has the correct name, DOB, address and party on file for the voter.

### ***EVID / Voter Focus☆ Interface Software***

The EVID/Voter Focus ☆ Interface is inclusive of the following components:

- 1) Program that is part of the Voter Focus☆ system obtained under Contract No. EPP-RFP8248 that creates an election-specific election database that is placed on USB flash drives which are required to run the EVIDs.
- 2) Program that is part of the Voter Focus☆ system obtained under Contract No. EPP-RFP8248 that processes the Log File on the USB flash drives returned from Election Day use at the polls on the EVIDs, in order to process Voting History Information.

3) A Synchronization program that is part of the Voter Focus☆ Election Management software and which exchanges voting information with the EViD Web Services described below.

**The Contractor shall provide, create and maintain EViD Web Services with the following functionality:**

The EViD Web Services provides a direct connection to the Voter Focus ☆ system via a secure communication link between the EViDs and the county voter registration database. The communication link is two-way via a secure web site. The web site is maintained by the Contractor in a secure location with redundant power supply and bandwidth that expands to meet demand.

**EViD Updates:**

The EViDs automatically lock onto the EViD website on startup. Voter data updates from the Voter Registration Database will start to come down from the web site to each EViD. Updates include:

- Voter move-ins from another county (ie. a voter previously unknown before to the EViD.)
- Address changes from voters moving within the county
- Name changes
- Changes of voter status (examples include, new registration Pending to Active; Active to Ineligible/deceased; Active to Ineligible/moved-out-of-county)
- Changes in voting eligibility (examples include, requested and received an absentee ballot; returned an absentee ballot; voted early or voted at the polls at another polling location)
- Changes in 'assistance required status'
- Corrections of poll worker mistakes – also known as 'undos'.

**Updates from the EViDs flow into the Voter Registration Database through the Web Services website:**

- Voter check-ins from the EViDs in the polling place group flow up to the web site for transmittal to the county database. The voting history of the voters is updated in near real time.
- In-county address changes and name changes made at the polling site flow up to the web site and down to the voter registration system.
- Any undos of poll worker errors.

**EViD Web Monitor** is the web tool that can be run on any computer, including laptop or tablet connected to the internet. The technicians populate the polling place list on the web site ahead of Election Day (or Early Voting) with the number of EViDs at each polling location. On Election morning the EViD send transactions to the web site. The display shows which polling sites have no EViDs communicating. (The issue may be that the poll workers cannot get into the facility or have not switched on the EViDs and are behind on their opening procedures.)

The EViD Web Monitor allows 'roving techs' in vehicles to quickly get to a precinct that might be running low on supplies or that is not sending up voting history. The EViD Web Monitor allows the tech to 'drill-down' and identify by serial number which EViD is not communicating and sending up voting history.

The EViD Web Monitor allows the managers of the Elections Department a 'window' on all the EViDs operating around the county and gives them an overview of all EViDs at a polling location with color codes and sortable by status.

Managers can use the Web Monitor to see check-in totals per location and per EViD. Extrapolating from this information election staff can see the speed of voter throughput at the site and the consumption of supplies (ballot paper etc.)

**'Tech Utilities' functionality:**

The 'Tech Utilities' capability allows a roving tech or a technician from the main county office, or an elections warehouse, to perform configuration changes on an individual EViD. For example, with poll worker permission, the technician can:

- Change the polling location of the EViD from (for example, precinct 423 to precinct 117).
- Change the IP address of the Ballot on Demand printer allowing the tech to redirect ballot printing between the primary and secondary ballot printers.
- If a poll worker is stymied on a voter eligibility question the EViD can send a 'picture' of the screen to the elections staff to aid resolution.

### **Early Voting Wait Times**

The designated poll worker can enter voter polling place wait times onto the EViD. This flows through the EViD Web Services communications link. County staff receives the input and can post Early Voting Queue times to the elections web site and deploy more staff and resources to any early voting site with long wait times.

### **Voting History more quickly**

The Web Services allows voter check-ins to flow back to the county voter registration database and update voting history. Elections staff will be able to answer questions from other counties concerning the voting history of voters who affected a move-in to their county on Election Day.

### **Real-time Lists of those who have voted and those who have not yet voted**

(Note: Lists will not include voters who checked in on a non-communicating EViD.) Optionally the Elections Department can arrange for candidates and parties, during Election Day, with a pre-authorized web site login to the elections web site, to access, in almost real-time, lists of voter check-ins. Candidates can pull lists of voters who have checked in and/or lists of those voters who have NOT yet checked in to vote.

### **Emergency Messaging**

The EViD Web Services may be used by elections staff to quickly communicate to all EViD stations en masse or by individual precinct. The message may be that the voting hours have been extended by the Governor or that there is a severe storm approaching.

The Web Services will interact with the EViDs using secure sockets layer (SSL) technology. The Web Services will also interact with the EViD/Voter Focus☆ interface software using SSL technology. The EViD Web Services will be the site through which information flows between the EViDs and the Voter Focus☆ system obtained under Contract No. EPP-RFP8248.

**The Contractor shall provide the County with the following Maintenance Services for the EViD Station and EViD County Software. These services shall be provided for software associated with the existing one hundred and twelve (112) EViDs obtained under Contract No. EPP-RFP601 and all EViDs obtained under this Agreement:**

- a. **Coverage:** VRS agrees to: (i) Provide unlimited telephone support in the effective use of the System on weekdays during the hours of 9:00 a.m. to 5:00 p.m. (Eastern Standard Time). (ii) Provide County with the latest and most up to date version of County's System and Documentation, including any and all enhancements and improvements to them (but not including new products developed by VRS for use in conjunction with the System and sold separately). (iii) Correct or replace the System and/or provide services necessary to remedy any programming error that is both attributable to VRS and that significantly affects the performance of the System. Such correction, replacement, or services will be promptly accomplished after County has identified and notified VRS of any such error in writing via facsimile or email. At its expense, County agrees to provide VRS with information, including, but not limited to, sufficient access via Virtual Private Network VPN or modem to County's system, file dumps, screen dumps, error reports, as requested by VRS, and with sufficient support and test time on County's computer system to duplicate the problem encountered in order to ascertain that the problem is with the System and to correct the problem. Corrections for difficulties or defects traceable to County errors or unauthorized System changes, however, will

be billed at VRS' standard time and material rates. VRS shall notify County of each update which it believes must be installed before an election.

- b. **Annual Fee and Annual Renewal:** The Fee for the first year of Maintenance and Support is included in the original License Fee. County understands and agrees that each annual Use/Maintenance/Support fee is a use fee for the right to the next year's annual License and the right to the next year's annual Maintenance and Support, and that these shall be deemed provided and complete, and payment therefore due, upon receipt of invoice as provided in Article 9 (Method and Times of Payment).
- c. **Enhancements and Corrections:** Any enhancements, corrections or alterations to, or new versions of, the System or Documentation delivered to County by VRS under this Agreement, shall be limited to one (1) copy of such enhanced, corrected, altered or new System or Documentation. Program changes, including training in the use and implementation of such program changes, in order to meet any new statutory requirements will be provided under the Maintenance and Support portion of this Agreement.
- d. **New Releases:** VRS will from time to time furnish to County without additional charge one copy of each release of the licensed EViD Software that VRS has released for use by its customers generally.

**The Contractor shall provide the delivery of EViDs in the following manner:**

Delivery of all EViDs purchased under this Contract shall take place within ninety (90) calendar days of written request from the Supervisor of Elections or Designee. An initial order of fourteen hundred (1400) EViDs will be placed as soon as practical following execution of this Agreement. Delivery shall take place in two (2) installments of seven hundred (700) EViDs completed seven (7) calendar days apart. Schedule of actual delivery dates will be mutually agreed upon. All future orders are to be determined and will be placed at the request of the County.

**Acceptance Testing shall be conducted in the following manner:**

The County and the Contractor shall remove EViDs from all packing materials and complete the following steps:

*Setup*

- Verify no damage to EViD case.
- Verify all four feet are attached.

*Hookups*

- Insert staging activator into a USB port.
- Plug signature pad into a USB port.
- Put paper in printer, if needed.
- Plug in internet connection (modem or network).
- Plug in third party scan guns (to be provided by the County)

*Power-On Test*

- Plug in power adapter.
- Turn on EViD by pressing button on the right side by the USB port. After station boots up, the left LED on bottom of screen should glow green.
- Fast Voter Check-in automatically runs. The activator should be recognized automatically and then the program will continue. If the following message is displayed, "Searching for activator. Please insert activator to continue," verify that the activator is inserted properly by pulling it out

and reinserting it in the USB port. Wait a few moments for the activator to be detected by Windows.

### Software Test

Software testing will be conducted using the County's production Voter Focus☆ database. The County's database from Sandbox will either be included on the staging activator or will require loading from the election activator as a separate step following the additional steps outlined below.

- Exit Fast Voter Check-in from Power-on test
- Plug in Election Day activator from Sandbox
- Restart Fast Voter Check-in.
- Fast Voter Check-in will recognize the activator automatically and then the program will continue. If the following message is displayed, "*Searching for activator. Please insert activator to continue,*" verify that the activator is inserted properly by pulling it out and reinserting it in the USB port. Wait a few moments for the activator to be detected by Windows

The County will provide sample Voter ID cards as well as any sample driver's licenses required for completion of testing.

- Following a successful Power-On Test, a message box will display the following message: *You are about to Stage this EVID for Election [number]....* Touch **Yes**.
- Follow the on-screen prompts until the **Change Initials** screen appears.
- Touch **F12**. The keyboard layout will toggle from QWERTY to ABC. Touch **F12** to return to QWERTY mode.
- Enter any three characters using on-screen keyboard, then touch **Ok**.
- Swipe test card and accept name. If address is displayed, accept as correct. If signature pad is attached, sign pad and touch **Accept**. Then touch **Accept Signature** on EVID screen. Voting Pass or Refer to Clerk ticket prints.
- Verify ticket prints correctly.
- Using the Scan gun scan the VoterID card, then touch **Ok**
- If address is displayed, accept as correct. If signature pad is attached, sign pad and touch **Accept**. Then touch **Accept Signature** on EVID screen. Voting Pass or Refer to Clerk ticket prints.
- Verify ticket prints correctly.
  
- A message should have been received from the website. This is indicated by the button in the upper-left corner of the screen having a mailbox icon with the flag waving (flashing yellow). Click on this button to display the message from the website. Press **Ok** to return to the main screen.
- If this is the first EVID staged, do the next step, but be aware that the EVID network will not show yet. Leave this first unit running until all EVIDs have been tested. Remove activator and network/modem cable. The wireless connectivity on the first system should be tested when the second system is tested, as follows:
  - Press **Search for Voter** on the main screen. Enter **99/99/9999** in the **Birth Date** field and press **Search**.
  - Press **Show Windows Desktop**.
  - The Windows POSReady 7 desktop will appear. In the taskbar at the bottom, select **EVID Messenger**.
  - Press **King/Pawn**.
- Verify that all EVIDs that are currently powered on and operational are listed.
- Press **Return to EVID** in the upper-left corner of the screen.

### Finalize Process

- Exit Fast Voter Check-in by pressing **EXIT**. Select **YES**. The unit will power down automatically.
- Disconnect cables, including modem/network cable, and stow in case.
- Remove activator.
- Put case top on and close all clamps.

**The Contractor shall provide the following services to the County for Acceptance Testing:**

For the initial order placed under this Agreement, Contractor shall provide a Manager and two EVID Technicians to provide on-site technical support. There will be no charge to the County for costs associated with this service, including the technicians' hourly rate, overtime, travel, hotel nor expenses. The Contractor's technicians will work alongside County staff in order to complete Acceptance Testing in a timely manner. Services for any future orders will be mutually agreed upon in writing.

**The Contractor shall provide the following training services to the County:**

The Contractor shall create an EVID training video for the purpose training poll workers on the use of EVIDs. The Contractor shall create a County Poll Work Training Portal for the purpose of accessing the training videos. The County may place a link to the web portal on a designated website to allow staff/poll workers access to the training videos.

## Walters, Vivian (RER)

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**From:** Goldsmith, Beth (ISD)  
**Sent:** Tuesday, July 23, 2013 2:53 PM  
**To:** Walters, Vivian (RER)  
**Subject:** RQEL1300004 - Electronic Voter Identification Stations  
**Attachments:** EVIDs-Scope.docx; RQEL1300004SBDINPUT.docx

**Importance:** High

Good Afternoon Vivian,

I have attached the input document and associated scope for Req No. RQEL1300004. As I mentioned in my voicemail, this contract is being processed via the new "Legacy" contract method that was approved by the BCC on 7/2. It is therefore a non-competitive action. This is a time sensitive item. Please review the document and provide the completed measures worksheet. Please feel free to reach out to me with any questions.

Thank you,

*Beth Goldsmith, CPPB*

Procurement Contracting Officer 2  
Procurement Management Services  
Internal Services Department  
Tel: (305) 375-4417  
Fax: (305) 375-5688

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**Justification/Input Document for Non-Competitive Acquisition**

It is the policy of Miami-Dade County to consistently purchase goods and services using full and open competition. The citizens of Miami-Dade County are best served when we make sound business decisions based on competitive bids or proposals. Early acquisition planning that includes consultation with Internal Service Department's procurement staff can help avoid delays, and facilitates effective market research. However, there may be instances when other than full and open competition may be justified. When a user department(s) determines that other than full and open competition is necessary or in the best interest of the County, appropriate justification for that course of action must be submitted to ISD for approval and execution in order to waive the competitive bid/proposal process.

*Please provide the information requested below to support the need and feasibility for waiving the competitive bid/proposal process:*

Department:	ELECTIONS DEPARTMENT		
Contact Person:	Patricia Prochnicki	Phone Number:	305-499-8568
Requisition No.:	RQEL1300004	Estimated Value:	\$4,100,000.00
Proposed Vendor:	VR Systems		
Previous Contract Number:		Previous Contract Value:	

**Purpose of the Purchase**

*Please describe your minimum requirements and the benefits of making the acquisition.*

Miami-Dade County utilizes EVIDs Electronic Poll Books for checking in Voters during Early Voting for all county wide elections and many municipal elections. EVIDs provide direct connectivity to the County's Voter Focus Voter Registration Database System to provide poll workers with up to date voter registration information. EVIDs use driver license card swipe or bar code scanning to automatically lookup a voter and ascertain their eligibility. EVIDs reduce phone call support needs by providing online address changes. EVIDs prevent fraud by detecting when voters cast an absentee ballot and then attempt to vote during Early Voting or when they attempt to check in multiple times during Early Voting. EVIDs maintain an up to date data base of each voter's activity as it occurs, and can alert the poll worker to attempted fraud.

In addition to the continued use of EVIDs for Early Voting, Elections is seeking to purchase an additional 1,400 EVIDs for use on Election Day at all precincts for county wide and municipal elections.

**Best Interest of the County / Uniqueness of Product**

*Please provide a detailed description as to why a waiver of formal bidding is in the County's best interest (e.g., product standardization, compatibility, proprietary access or distributorship, how vendor is uniquely qualified to provide the needed product or service, etc.). Please note that a lack of advance planning is not an acceptable justification for a non-competitive acquisition.*

The Elections Department is requesting a waiver of formal bidding to ensure the continuity of



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services provided by VR Systems, based on the proprietary nature of the Voter Focus Voter Registration Database Software and the direct connectivity of the EVids.

The use of EVids for Early Voting is necessary to provide the required security needed to meet State Statutory requirements to prevent voter fraud.

The Elections Department has over 4 years of experience using EVids in numerous county wide elections including Primary, General, and Special Elections. EVids have proven to be durable, reliable, and accurate. Elections technical staff is highly knowledgeable in the preparation and usage of the EVids.

The implementation of EVids on Election Day will potentially eliminate the printing of paper registration books and the post-election image scanning of the registers. The scanning process takes approximately two weeks and must be completed before voters are given credit for voting. The scanning of registers also delays the compilation of the Voters Who Voted statistics.

Election Day EVids will:

- Reduce voter check in time
- Use card swipe, bar code, and signature pad technology
- Instantly verify voter eligibility
- Prevent multiple voting
- Update voter registration records immediately
- Ensure voter is in correct precinct, and direct voters to correct precinct if necessary
- Minimize phone calls to resolve eligibility issues
- Reduce staff workload for election preparation and post-election work
- Provide a unified solution in one device for easy deployment and quick setup and breakdown.
- Provide live statistics of voter activity
- Provide offline redundancy to ensure voting continues during network outages.

### **Market Research**

*Please describe your market research and the results thereof. This should include a description of other, similar sources or products available in the market if any and why they are not acceptable.*

A market survey was developed which included questions on specific design items that are required in the system capabilities. System capabilities were determined from prior System Requirement document, knowledge of current usage, and industry usage. Survey included a Yes/No check boxes as to whether the system included the specific feature and a notes area was provided for explanations. Vendors were identified based on internet research, and discussions with other counties. Each vendor was contacted and asked if they wished to participate and their contact information was obtained. Vendors wishing to participate were mailed the survey and asked to return it within one week.

Responses by vendor were tallied on a scorecard as follows: 1 point for yes answers, and 0 points for no answers. 8 vendors were mailed scorecards and 6 vendors responded. Phone calls were held with individual vendors to clarify a requirement as needed. The market survey



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revealed that EVID Poll Books, sold by VR Systems, are the only devices that provide all the required functionality. Also, EVIDs will update the Voter Registration System with voter credit in real time, will allow the poll worker to perform address changes while the voter is at the precinct, and will direct the voter to their correct precinct.

**Proposed Actions**

*Please describe the actions the department will take to overcome the present barriers to competition prior to any future acquisitions of this product or service.*

The highly proprietary and non-standard designs of voting systems make the integration of products from different vendors undesirable from both the customer and vendor perspective. The department advised vendors participating of the market research survey, of the importance of the requirement for updating of the Voter Registration System in real time. This requirement is essential to providing timely and accurate results of an election. Incompatibility between different vendor systems is a challenge, which has not been successfully resolved to date. We continue to review the capabilities of the electronic poll books through vendor and user conferences, communications with vendors, and discussions with other counties.

Department Director's Approval

7/24/13

Date Approved

# NON-COMPETITIVE REVIEW SUMMARY

**Action:** Legacy Contract

**Requisition No.:** RQEL1300004

**Target Committee Date:** August Committee

**Projected BCC Date:** *September 2013*

**Purpose of the Acquisition:** To purchase ongoing usage and maintenance support services for Electronic Voter Identification Stations (EVIDs) electronic poll books originally obtained under Contract No. EPP-RFP601, as well as provide the ability to purchase additional EVIDs in order to expand current usage.

**Recommended Action:** Establish a legacy contract with VR Systems, Inc to provide the Elections Department with the ability to purchase required products and services.

**Contract Term:** Initial 37 month term with two additional 2 year options to renew

**Contract Amount:** \$3,186,397 for the initial term

## **Background:**

In May 2008, the County entered into Contract No. EPP-RFP604 with VR Systems, Inc for the purchase of Electronic Voter Identification Stations (EVIDs) electronic poll books and associated software. The EVIDs interface directly with the County's voter registration database to allow the Elections Department (Elections) to automatically look up voter information and obtain voter eligibility through the use of driver license card swipes or bar code scanners. The EVIDs maintain up to date voter activity prevent voter fraud by detecting multiple check-ins and identifying when absentee ballots have already been submitted.

Currently, EVIDs are only used during Early Voting operations. In order to improve operational efficiencies and voter experience, Elections plans to expand the use of the EVIDs to include Election Day operations at all precincts for all county wide and municipal elections. It is anticipated that the expanded usage of the EVIDs will reduce voter check-in time, prevent multiple voting, provide live statistics of voter activity, automatically update voter registration records, validate voter report to the correct precinct, and reduce staff workload.

## **Market Research:**

There are multiple vendors that are capable of providing electronic poll books, including but not limited to Datacard, Election Administrators, Election Systems & Software (ES&S), Ferey International, and Votec Corporation. However, only the EVIDs provided by VR Systems Inc are capable of directly connecting with the County's voter registration database in order to provide voter validation while the voter remains at the precinct. The direct connection allows for the ongoing exchange of data between the voter registration database and the EVIDs. Solutions that do not have this capability require batch data processes to be completed at various time intervals. Additionally, over the term of Contract No. EPP-RFP601, Elections staff has been able to develop product knowledge and expertise in the use of the EVIDs, allowing for a simplified expansion of this technology without the need for significant training or professional services.

**Recommendation:**

It is recommended that this request be approved as a legacy contract to establish a contract source for the purchase of ongoing usage and maintenance support services as well as the purchase of additional EVIDs as required for future operations.

Beth Goldsmith  
**Agent/Officer**

07/24/2013  
**Date**