



Legislation Details (With Board Report)

File #: 22-441 **Name:** Amendment No.1 to DFM Associates Agreement No. A-13631

Type: BoS Agreement **Status:** Passed

File created: 5/10/2022 **In control:** Board of Supervisors

On agenda: 5/24/2022 **Final action:** 5/24/2022

Title: a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 1 to Agreement No. A-13631 with DFM Associates to license and support EIMS voter and election software, to extend the agreement two additional years (July 1, 2022 through June 30, 2024) for a revised full agreement term of July 1, 2017 through June 30, 2024 and adding \$333,984 for a revised total agreement amount not to exceed \$912,600; and
 b. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign up to three (3) future amendments to this Agreement where the amendments do not significantly alter the scope of work.

Sponsors:

Indexes:

Code sections:

Attachments: 1. Board Report, 2. DFM Associates Master Agreement No. A-13631, 3. Amendment1, 4. Completed Board Order Item No. 38

Date	Ver.	Action By	Action	Result
5/24/2022	3	Board of Supervisors	approved	Pass

a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 1 to Agreement No. A-13631 with DFM Associates to license and support EIMS voter and election software, to extend the agreement two additional years (July 1, 2022 through June 30, 2024) for a revised full agreement term of July 1, 2017 through June 30, 2024 and adding \$333,984 for a revised total agreement amount not to exceed \$912,600; and
 b. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign up to three (3) future amendments to this Agreement where the amendments do not significantly alter the scope of work.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Amendment No. 1 to Agreement No. A-13631 with DFM Associates to license and support EIMS voter and election software, to extend the agreement two additional years (July 1, 2022 through June 30, 2024) for a revised full agreement term of July 1, 2017 through June 30, 2024 and adding \$333,984 for a revised total agreement amount not to exceed \$912,600; and
- b. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign up to three (3) future amendments to this Agreement where the amendments do not significantly alter the scope of work.

SUMMARY/ DISCUSSION:

The Department is required to have an Election Management System in place that is certified by the California Secretary of State. The Election Management System facilitates the maintenance of voter records, address records, precinct information, polling places, poll workers, petitions, candidates, and contests. To that end, the Department has an existing

license agreement with DFM Associates' certified Election Information Management System (EIMS), to provide voter registration/election administration software services, license, and support. Said contract is set to expire June 30, 2022.

The recommendation is to amend the current Agreement to extend the term to June 30, 2024. The amendment facilitates the Department's ability to carry out essential election functions to voters as required by law. The total cost for the Agreement period of July 1, 2022 to June 30, 2024 is \$333,984 or \$166,992 annually. The County will make monthly payments of \$13,916. This renewal agreement reflects an increase of 36% as the initial agreement distributed estimated annual increases over a negotiated flat rate for five years with the current actual rate being introduced in Amendment No. 1 with incremental increases in each amendment thereafter.

Copies of the Agreement are on file with the Clerk of the Board.

OTHER AGENCY INVOLVEMENT:

The requested Amendment No. 1 has been reviewed and approved by County Counsel and the Auditor Controller as to form.

FINANCING:

Funding for this agreement was incorporated into Elections FY 2022-23 Budget Unit 8064. The rate under Amendment No.1 will remain the same, the cost will be \$166,992 annually. Amounts for additional years of the agreement will be included in those budget years as appropriate.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Approval of this agreement will enable the Department to provide election services and administer elections as required by law.

- Economic Development
- Administration
- Health and Human Services
- Infrastructure
- Public Safety

Prepared by: Daisy Fernandez, Management Analyst II, x1491

Approved by: Gina Martinez, Registrar of Voters, x1499

Attachments:

DFM Associates Master Agreement No. A-13631