



Board Agenda Item 22

DATE: March 6, 2018

TO: Board of Supervisors

SUBMITTED BY: Brandi L. Orth, County Clerk/Registrar of Voters

SUBJECT: Retroactive Assignment of Agreement with Integrated Voting Solutions, Inc.

RECOMMENDED ACTION(S):

Approve and authorize the Chairman to execute a retroactive assignment of Agreement No. 15-584 with Integrated Voting Solutions, Inc. to Integrated Voting Systems, Inc. for procurement of ballot printing, vote by mail processing and vote by mail envelope services, effective November 18, 2015 through June 30, 2020, not to exceed five consecutive years, which includes a three-year base contract and two optional one-year extensions, total not to exceed \$2,580,000.

The recommended assignment will retroactively assign the agreement for the full term of the agreement to correctly reflect a change in the legal status, name and address of the corporation providing the vendor's services under the agreement. The assignment will allow the Elections Office to proceed with procurement of critical elections material under the agreement to meet legal timeframes related to the June 2018 election cycle. This item is countywide.

ALTERNATIVE ACTION(S):

There is no viable alternative to the recommended action. If your Board does not approve the assignment, the Elections Office will not be able to procure critical election material from this vendor for the June 2018 election under the existing agreement.

RETROACTIVE AGREEMENT:

On August 29, 2017, the County Clerk received a notice of address change for Integrated Voting Solutions, Inc. When the updated tax documents were submitted for that change, it was noted that the corporation providing services under the agreement had changed to Integrated Voting Systems, Inc., a Delaware Corporation, dba Integrated Voting Solutions shortly before the November 18, 2015 agreement became effective. The recommended assignment is retroactive to November 18, 2015 to correctly reflect the vendor's legal status as Integrated Voting Systems, Inc.

FISCAL IMPACT:

There is no increase in Net County Cost related to the recommended assignment. All terms and conditions of the original agreement pertaining to compensation remain unchanged.

DISCUSSION:

The vendor under agreement 15-584 provides essential services to the County Clerk/Elections Official for all elections including the upcoming June 2018 primary. The provided services include ballot printing, vote by

mail processing and vote by mail envelope services. The County Clerk received a notice of an address change for Integrated Voting Solutions, Inc. on August 29, 2017. The updated tax documents that were submitted for that change indicated that shortly before the November 18, 2015 effective date of the agreement, the corporation providing services under the agreement had changed to Integrated Voting Systems, Inc., a Delaware Corporation, dba Integrated Voting Solutions. The recommended assignment is retroactive to November 18, 2015 to correctly reflect the vendor's legal status as Integrated Voting Systems, Inc.

No change in any terms and conditions of the agreement are being made with this assignment.

REFERENCE MATERIAL:

BAI #23, November 17, 2015

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Assignment of Agreement 15-584

CAO ANALYST:

Ronald Alexander