



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER _____

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DATE: 02/21/2024

SUBJECT: **RFP NO. 2022-003 - ANNUAL CONTRACT FOR ELECTIONS
INVENTORY MANAGEMENT SYSTEM - ELECTIONS
ADMINISTRATION - WIRELESS DATA SYSTEMS, INC. -
EXERCISE SECOND AND FINAL OPTION FOR RENEWAL - SAME
CONTRACT TERMS**

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve renewal of RFP No. 2022-003, Annual Contract for Elections Inventory Management System, for the second and final optional twelve (12) month period at the same contract terms.

BACKGROUND

On March 1, 2022, the Commissioners Court, through Court Order #137582, awarded RFP No. 2022-003, Annual Contract for Elections Inventory Management System, for Elections Administration, to Wireless Data Systems, Inc.

The award was based upon evaluation criteria set forth in the RFP specifications and contained options to renew for two (2) additional twelve (12) month periods.

On December 13, 2022, the Commissioners Court, through Court Order #139963, approved the first renewal option.

This contract is used by Elections Administration to efficiently and effectively track all elections equipment, providing chain of custody documentation as required by statute. This inventory system is specific to elections equipment and tailored to the County's needs.

The vendor notified Purchasing in writing that they will extend the same contract terms through March 7, 2025. Elections Administration notified Purchasing in writing that they are pleased with the vendor and want to renew.

Therefore, it is the joint recommendation of Elections Administration and Purchasing that the Commissioners Court approve renewal of RFP No. 2022-003, Annual Contract for Elections Inventory Management System, for another twelve (12) month period.

FISCAL IMPACT

Expenses for last year were approximately \$120,640.00. Funding is available in account 10000-2024 General Fund/1420000000 Elections/578025 Software Maintenance and Licenses.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Brad Richards Chris Lax, CPSM, CPSD, CPCP
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