



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER _____

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DATE: 09/17/2024

SUBJECT: **RFP NO. F2024153 - PUBLIC ACCESS ELECTION RESULTS SOFTWARE - ELECTIONS ADMINISTRATION - CIVERA LLC - PER CONTRACT TERMS**

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award RFP No. F2024153, Public Access Election Results Software, for Election Administration, to Civera LLC at the per contract terms and approve contract.

BACKGROUND

Notice of the County's intent to bid was advertised in local newspapers, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Five hundred sixty-four (564) vendors were contacted and requested to participate in this proposal process. All documents pertaining to this RFP were posted on the Tarrant County website and were downloaded by interested parties. A pre-proposal conference held on June 24, 2024 was attended by two (2) vendors and representatives from Elections Administration, Information Technology, and Purchasing. Two (2) proposals and three (3) no-bids were received.

The proposals were evaluated by Elections Administration, Information Technology, and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP.

A Best and Final Offer was then requested from the highest scoring vendor which resulted in less than one percent (1%) reduction in total price.

The proposal received from Civera LLC meets all specifications and is acceptable to Elections Administration.

The term of the contract is twelve (12) months, effective September 17, 2024, with two (2) options for renewal periods of twelve (12) months each.

This contract enables the public to view and search historical election results data and connect each cast vote record to the corresponding ballot image.

Therefore, it is the joint recommendation of Elections Administration and Purchasing that RFP No. F2024153, Public Access Election Results Software, be awarded to Civera LLC at the per contract terms.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Kehinde Olugbile Chris Lax, CPSM, CPSD, CPCP
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The contract is attached for approval and signature. The Criminal District Attorney's Office reviewed this contract as to form.

FISCAL IMPACT

Funding in the amount of \$165,000.00 is available in account 45100-2024 Non-Debt/1420000000 Elections/545051 Capital Budget.

Funding for Years 2 and 3 will be requested in future budgets.