



## COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER \_\_\_\_\_

PAGE 1 OF 28

DATE: 08/02/2022

**SUBJECT: RFP NO. 2022-123 - ANNUAL CONTRACT FOR VOTER  
REGISTRATION AND ELECTION MANAGEMENT SYSTEM -  
ELECTIONS ADMINISTRATION - VOTEC CORPORATION -  
\$1,110,087.94**

### **COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court award RFP No. 2022-123, Annual Contract for Voter Registration and Election Management System, for Elections Administration, to VOTEC Corporation for \$1,110,087.94 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. Four hundred eighty-five (485) 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 April 20, 2022 was attended by eight (8) vendors as well as representatives from Elections Administration, Information Technology, and Purchasing. Six (6) proposals were received.

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

The top two (2) vendors were invited to provide presentations on June 22 and 23, 2022. The Evaluation Committee then re-scored based upon the criteria and processes set forth in the RFP specifications. The top vendor was then issued a Best and Final Offer. The proposal received from VOTEC Corporation meets all specifications and is acceptable to Elections Administration.

The term of the contract is twelve (12) months, effective August 2, 2022, with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of Elections Administration, Information Technology, and Purchasing that RFP No. 2022-123, Annual Contract for Voter Registration and Election Management System, be awarded to VOTEC Corporation for \$1,110,087.94.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Gwen Peterson, C.P.M., A.P.P. Chris Lax, CPSM, 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**

Year 1 funding in the amount of \$447,999.04 is available in account 578025/T7300-2022/1420000000.

Funding for Year 2 in the amount of \$325,540.97 will be requested in FY23. Funding for Year 3 in the amount of \$336,547.93 will be requested in FY24.

Ad-hoc pricing after the initial implementation includes customizations at \$205.00 per hour and virtual training at \$115.00 per hour.