



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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www.rochesterhills.org

Legislative File No: 2022-0310

TO: Mayor and City Council Members
FROM: Leanne Scott, City Clerk
DATE: July 25, 2022
SUBJECT: Logic & Accuracy Testing Services

REQUEST:

City Council is requested to authorize the issuance of a contract / blanket purchase order for the 2022 logic and accuracy testing services to Election Source, Inc., 4615 Danvers Dr. S.E., Grand Rapids, MI 48512 for an amount not-to-exceed \$35,000.

REASON FOR PURCHASE:

Election equipment is required to be tested in accordance with the guidelines issued by the State. It includes testing the different ballot devices, the number of ballot styles and every ADA device.

The City of Rochester Hills Purchasing Division solicited quotes utilizing the MITN system from election service companies to provide all logic and accuracy testing services on the City's voting machines and awarded to Election Source of Grand Rapids, Michigan in 2018. The term was one year with four one-year renewals. There is one remaining one-year renewal available. Historically the annual costs have fallen below the threshold for City Council approval, but this year it is estimated the cost to test the election devices is \$35,000 and will require Council approval.

Election Source, Inc. has performed these services satisfactory in the past and it is recommended for the renewal award.

PROCESS:

Vendor Name and Address:

Election Source
4615 Danvers Dr. S.E.
Grand Rapids, MI 49512

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Funding is included in the FY 2022 Adopted Budget.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
General Fund	191.801000	Election - Professional Services	\$35,000	\$35,000	\$0

RECOMMENDATION:

It is recommended that City Council authorize contract / blanket purchase order for 2022 Logic and Accuracy Testing Services to Election Source, Inc. in the amount not-to-exceed \$35,000 and further authorize the Mayor to execute a contract on behalf of the City.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Procurement Manager		
Mayor		
City Clerk		

Contract Reviewed by City Attorney Yes N/A