



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: 2020-0146

TO: Mayor and City Council Members
FROM: Tina Barton, City Clerk
DATE: April 27, 2020
SUBJECT: Contract for Logic & Accuracy Testing Services

REQUEST:

City Council is requested to authorize an increase of \$10,970 to the existing blanket purchase order for logic and accuracy testing services from Election Source, Inc. for a new total amount not-to-exceed \$35,970 through July 31, 2020.

REASON FOR PURCHASE

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, Inc. of Grand Rapids, Michigan.

A blanket purchase order was issued for \$25,000 with Election Source, Inc. in August of 2019 and is set to expire July 31, 2020 with two remaining one year renewals. The annual costs of logic and accuracy testing services has historically fallen below the threshold for City Council approval; however for this past election the cost of testing was more than expected and \$10,970 in additional funds are needed and require Council approval. The additional costs are attributed to the number of ballot styles and newly implemented guidelines for testing ADA devices. For the March Presidential Primary, there were three ballot styles (instead of the normal two). Additionally, previous testing guidelines only required that one of the ADA devices be tested as they are all programmed the same. New testing guidelines say that all ADA devices must be tested. Please note that March Presidential Primary expenses will be submitted to the State of Michigan for reimbursement, as allowed; this expense will be included in the reimbursement sought.

PROCESS:

Vendor Name and Address:

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

Reason for Selection:

Low Responsive Responsible Quote

Method of Purchase:

Blanket Purchase Order/Contract

BUDGET:

Funding is included in the FY 2020 Adopted Budget

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
General Fund	191.801000	Professional Services	\$37,500	\$35,970	\$1,530

RECOMMENDATION:

It is recommended that the Rochester Hills City Council authorize an increase of \$10,970 to the existing blanket purchase order for logic and accuracy testing services to Election Source, Inc. for a new total amount not-to-exceed \$35,970 through July 31, 2020.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Supervisor of Procurement		
Mayor		
Deputy Clerk		

Contract Reviewed by City Attorney Yes N/A