



Agenda Action Form Overview

The Board is requested to authorize the County Manger to approve the Durham County Board of Elections to enter into a contract with Elections Systems and Software for hardware, firmware, maintenance and support for current voting equipment inventory. This service contract will cover FY 2024-25, 07/01/2024 – 06/30/2025. This request is consistent with the requirement of N.C. General Statute §163-165.9 (b)(2), which states, “The County Board of Elections shall annually maintain software license and maintenance agreements necessary to maintain the warranty of its voting systems.” Outside of the statutory guidelines, the continued maintenance and support of voting equipment and software will also help to ensure fair and accurate elections in Durham County.

The contract amount for FY 2024–25 will be \$74,131.35 per the attached quote. Funding is in the existing FY 2024-25 operating budget.

Background/Justification

This request is being made to ensure that the Durham County Board of Elections’ voting equipment, firmware and software are up to date for maintenance, and that we receive proper support during the FY 2024-25 fiscal year. This is a common contract for the Board of Elections.

Policy Impact

The approval of this contract will ensure that the Durham County Board of Elections is in compliance with N.C. General Statute §163-165.9 (b)(2), which states, “The County Board of Elections shall annually maintain software license and maintenance agreements necessary to maintain the warranty of its voting systems.” Outside of the statutory guidelines, the continued maintenance and support of voting equipment and software will also help to ensure fair and accurate elections in Durham County.

This type of service is consistent for the Board of Elections, and it does not require an exception to Board policy. This request is also consistent with Goal 5 of the county strategic plan.

Procurement Background

Type of purchase

- Goods
- Services
- Architect, Engineer or Surveyor Services
- Construction and Repair

Did this request for purchase go through a bid process? Yes No

Goods: Bids required if ≥ \$30,000, BOCC approval if ≥ \$90,000

Services: Bids required if ≥ \$30,000, BOCC approval if > \$40,000

Construction/Repair work: Bids required if ≥ \$30,000, BOCC approval if ≥ \$500,000



If yes, attach a copy of bid tab and the minority and women business enterprise (MWBE) compliance review form provided by the Purchasing Division.

If no, why?

- Sole source exemption
- Cooperative purchasing program exemption
- State and federal contract exemption
- Contract is an amendment to an existing contract
- Other (please explain)

Elections Systems and Software is the only certified voting equipment vendor in North Carolina that can service Durham County Board of Elections voting equipment; therefore, the bid process is not required.

Fiscal Impact

Existing funds in the FY 2024-25 budget will be used to cover the requested amount in services provided by the vendor.

Recommendation

The County manager recommends that the Board approve the Board of Elections to enter into a contract with Election Systems and Software, in the amount of \$74,131.35, for continued maintenance and support of the county’s voting equipment, firmware and software. Funding is in the existing FY 2024-25 operating budget.