



Legislation Text

File #: 23-2076, **Version:** 1

Resolution to Approve a Best Source Purchase Order with Runbeck Election Services, Inc. for Six Vote Hubs (\$36,500.00)

This memorandum and resolution requests the approval of a purchase order to Runbeck Election Services, Inc. for six vote hubs for use at the City's new early voting locations.

City staff recommends approval of a best source purchase order with Runbeck Election Services, Inc. for six custom vote hubs. Runbeck Election Services, Inc. has a history with local government needs for secure election storage of the Hart Intercivic Voting equipment, having previously designed vote hubs for Denton County, Texas and numerous other jurisdictions with Hart equipment for their early voting operations.

Runbeck Election Services designs products specifically for the election administration community. While other storage products are available off-the-shelf, including cages similar to what Ann Arbor currently uses for securing ballots at the Election Night Receiving Board, a custom product like Runbeck's design would allow for an all-inclusive voting hub to be easily transported to the Early Voting sites. Security features, like a locking cabinet within the hub, increase the integrity and security for the nine-days of off-site operations.

Budget/Fiscal Impact: Funds for this project are available in the FY24 City Clerk Election Budget and the purchase is eligible for reimbursement via the State of Michigan Early Vote Grant award to the City.

Charter language requires best source procurement over \$25,000.00 receive City Council approval.

Runbeck, Election Services, Inc. complies with the City's Living Wage and Non-Discrimination Ordinances.

Prepared by: Steve Gerhart, Chief Deputy City Clerk

Reviewed by: Jacqueline Beaudry, City Clerk

Approved by: Milton Dohoney Jr., City Administrator

Whereas, The City Clerk's Office is now constitutionally required to provided nine days of early voting for each election;

Whereas, Secure overnight storage of ballots, tabulators, ePollbooks, and other election equipment is necessary during the nine-day early voting period;

Whereas, The vote hubs from Runbeck Election Services, Inc. will provide a customized secured storage center for all the associated equipment and supplies required for early voting for each election;

Whereas, Runbeck Election Services, Inc. is uniquely qualified to provide these vote hubs because they are custom designed for the City's existing voting equipment from Hart Intercivic;

Whereas, Funding for the vote hubs is available in the approved FY24 City Clerk Election Budget;

Whereas, The purchase of the six vote hubs is eligible for reimbursement by the State of Michigan via the Early Vote Grant; and

Whereas, Runbeck Election Services, Inc. complies with the City's Living Wage and Non-discrimination Ordinances;

RESOLVED, That City Council approves a best source purchase order with Runbeck Election Services, Inc. in the amount of \$36,500.00 for six vote hubs;

RESOLVED, That City Council approve a contingency in the amount of \$5,000.00 to the purchase order with Runbeck Election Services, Inc. for changes to be approved by the City Administrator; and

RESOLVED, That the City Administrator be authorized to take the necessary administrative actions to implement this resolution.