



City of Killeen

Legislation Text

File #: RS-24-105, **Version:** 1

Consider a memorandum/resolution authorizing the procurement of additional election equipment from Election Systems and Software through Texas Buyboard Cooperative Contract 710-23, in the amount of \$76,000.

DATE: June 18, 2024

TO: Kent Cagle, City Manager

FROM: Laura Calcote, City Secretary

SUBJECT: Procurement of Additional Election Equipment

BACKGROUND AND FINDINGS:

The City of Killeen holds a general election in May of each year, for the purpose of electing a Mayor and three Councilmembers in even-numbered years and for electing four district Councilmembers in odd-numbered years.

In 2011, the Legislature passed SB 100, which provided that the County is only required to provide election support to cities, including equipment, in odd-numbered years. Because of this change, the City had to make alternative arrangements for election equipment when elections occur in even-numbered years.

In 2019, the City made an initial purchase of election equipment from Election Systems & Software (ES&S). Due to the City digitizing the election process over the past several years, additional election equipment is now needed, as the City has been renting extra machines from Bell County for each election.

Equipment, software and services to be purchased:

- Eight (8) additional ExpressVote machines with carrying cases
- Twenty-two (22) new ExpressPollbook (ePollbook) machines with printers and carrying cases
- Machine memory devices and thumb drives
- ExpressPollbook licensing and training

The City will have enough equipment to be self-sufficient moving forward.

THE ALTERNATIVES CONSIDERED:

N/A

Which alternative is recommended? Why?

It is recommended that the City purchase the additional election equipment from ES&S.

CONFORMITY TO CITY POLICY:

ES&S is a member of the Texas Buyboard purchasing cooperative contract #710-23. Purchases made through a cooperative contract are exempt from the competitive bidding process as stated in Texas Local Government Code (TLGC) section 271.102, subchapter F;" a local government that purchases goods or services under this subchapter satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services."

FINANCIAL IMPACT:

What is the amount of the revenue/expenditure in the current fiscal year? For future years?

In the FY 2024 mid-year budget amendment, City Council approved an allocation of \$76,000 to purchase the additional election equipment. There will be an annual equipment maintenance cost and support fees of \$6,980 per year.

Is this a one-time or recurring revenue/expenditure?

One-time expenditure of \$76,000, with a recurring annual equipment maintenance cost and support fees of \$6,980 that will be included in the FY 2025 Proposed Budget.

Is this revenue/expenditure budgeted?

Yes, funds are available in the General Fund Legal Department account 010-1010-416.46-35.

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this revenue/expenditure?

Yes

RECOMMENDATION:

Staff recommends City Council approve the purchase of additional election equipment from Election Systems and Software in the amount of \$76,000, and that the City Manager or his designee to execute any and all change orders in accordance with state law.

DEPARTMENTAL CLEARANCES:

Purchasing
Finance
Legal

ATTACHED SUPPORTING DOCUMENTS:

Quote
Buyboard Contract Summary
Presentation