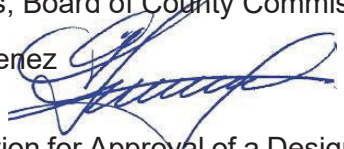


# Memorandum



**Date:** November 12, 2020

**To:** Honorable Chairwoman Audrey M. Edmonson  
and Members, Board of County Commissioners

**From:** Carlos A. Gimenez  
Mayor 

**Subject:** Recommendation for Approval of a Designated Purchase: Voter Registration and EVIDs Maintenance and Support

Agenda Item No. 8(F)(2)  
(11-19-20)

## Recommendation

It is recommended that the Board of County Commissioners approve this request for a designated purchase, *Contract No. L-10094, Voter Registration and EVIDs Maintenance and Support*, to VR Systems, Inc. for the Elections Department. Approval of a designated purchase is being requested, pursuant to Section 2-8.1(b)(3) of Miami-Dade County Code by a two-thirds vote of the Board members present, to authorize award of a contract that provides licenses, maintenance, support and professional services for the Voter Registration System and Electronic Voter Identification Stations (EVIDs).

The County currently uses two contracts to obtain products and services necessary to manage successful elections. It is recommended that these contracts be consolidated for ease of administration:

- *Contract No. L601-2(2) – Electronic Poll Books Purchase, Maintenance, and Support Services*, was approved by the Board for a three-year and one month term, with two, two-year option to renew terms in September 2013 through Resolution Number R-735-13. In order to effectively achieve the mission of the Department and comply with all applicable laws, the Department implemented the EVIDs, which is produced by VR Systems, Inc. The EVIDs is a network of electronic devices at voting sites that transfers data throughout the County’s voter registration system. The electronic devices allow poll workers to quickly check-in voters during early voting and on Election Day. A voter’s voting history is transmitted immediately to the County database, eliminating the massive effort for post-election processing, and ensures that once a voter votes, the system is reflected as such.
- *Contract No. EPP-RFP8248-5(5) – Voter Registration System* was approved by the Board for a three-year term, with five, two-year option to renew terms in September 2010 through Resolution Number R-924-10. Through this contract, Elections implemented the Voter Registration System (Voter Focus), which is also provided by VR Systems, Inc. Voter Focus is an election management solution that allows the County to organize the entire election cycle, from start to finish, including, but not limited to: voter registration, mail ballot delivery, precinct look-up, poll worker management, and candidate requests.

Currently, 66 of 67 counties in Florida use products and services provided by VR Systems, Inc. VR Systems, Inc. is an industry leader in election software and hardware and has been in the industry for over twenty years. There is limited competition for this type of equipment and software, as vendors must have approval from the State of Florida Division of Elections to provide the products and services. VR Systems, Inc. is the proprietary owner of the software and hardware and does not authorize any other vendor to provide maintenance and support services. Additionally, the County has invested over \$9.3 million in the hardware, software and maintenance and support services provided by VR Systems, Inc. The County has also purchased over 1,700 EVID stations, which are only compatible with VR Systems, Inc. software. Therefore, competition for these products and services is not practicable at this time. Accordingly, it is in the County’s best interest to award this designated purchase to VR Systems, Inc. pursuant to Section 2-81(b)(3) of the County Code to continue purchasing the required licenses, maintenance and support services which are critical to the County’s election process.

## Scope

The scope of this item is countywide in nature.

**Fiscal Impact/Funding Source**

The fiscal impact for the five-year term is \$3,919,000. Contract No. L601-2(2) is currently valued at \$5,388,721 for a seven-year and four-month term; Contract No. EPP-RFP8248-5(5) is currently valued at \$4,156,711 for a thirteen-year and two-month term, and both contracts expire on January 31, 2021. The allocation under the replacement contract is lower on an annualized basis than the current contracts. Should the County find it necessary to exercise the five, one-year option-to-renew terms, the authority to exercise the terms, along with additional expenditure authority, will be requested from the Board.

Department	Allocation	Funding Source	Contract Manager
Elections	\$3,919,000	General Fund	Jose Ponce
<b>Total:</b>	<b>\$3,919,000</b>		

**Track Record/Monitor**

Sade Chaney of the Internal Services Department is the Procurement Contracting Manager, and Michael Johnson is the Project Manager for the Elections Department.

**Delegated Authority**

If this item is approved, the County Mayor or County Mayor’s designee will have the authority to exercise all provisions of the contract, including any cancellation or extension provisions, pursuant to Section 2-8.1 of the County Code and implementing Order 3-38. The five, one-year option to renew terms will be presented to the Board for approval under a separate agenda item.

**Vendor Recommended for Award**

Pursuant to requirements in Resolution No. R-477-18, there are no firms in Miami-Dade County which are capable of providing these products and services. There is limited competition for this type of equipment and software, as vendors must have approval from the State of Florida Division of Elections.

Vendor	Principal Address	Local Address*	Number of Employee Residents	Principal
			1) Miami-Dade 2) Percentage*	
VR Systems, Inc.	3773 Commonwealth Boulevard Tallahassee, FL	None	0	Mindy J. Perkins
			0%	

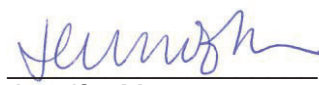
\*Provided pursuant to Resolution No. R-1011-15. Percentage of employee residents is the percentage of vendor’s employees who reside in Miami-Dade County as compared to the vendor’s total workforce.

**Due Diligence**

Pursuant to Resolution No. R-187-12, due diligence was conducted in accordance with the Internal Services Department’s Procurement Guidelines to determine contractor responsibility, including verifying corporate status and that there are no performance or compliance issues. The lists that were referenced included convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. There were no adverse findings relating to contractor responsibility.

**Applicable Ordinances and Contract Measures**

- The two percent User Access Program provision applies where permitted by the funding source.
- The Small Business Enterprise measures and Local Preference do not apply.
- The Living Wage does not apply.

  
 \_\_\_\_\_  
 Jennifer Moon  
 Deputy Mayor



**MEMORANDUM**  
(Revised)

**TO:** Honorable Vice Chairwoman Rebeca Sosa  
and Members, Board of County Commissioners

**DATE:** November 19, 2020

**FROM:**   
Geri Bonzon-Keenan  
Successor County Attorney

**SUBJECT:** Agenda Item No. 8(F)(2)

Please note any items checked.

- "3-Day Rule" for committees applicable if raised
- 6 weeks required between first reading and public hearing
- 4 weeks notification to municipal officials required prior to public hearing
- Decreases revenues or increases expenditures without balancing budget
- Budget required
- Statement of fiscal impact required
- Statement of social equity required
- Ordinance creating a new board requires detailed County Mayor's report for public hearing
- No committee review
- Applicable legislation requires more than a majority vote (i.e., 2/3's present , 2/3 membership , 3/5's , unanimous , CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) , CDMP 2/3 vote requirement per 2-116.1(3)(h) or (4)(c) , or CDMP 9 vote requirement per 2-116.1(4)(c)(2) ) to approve
- Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved \_\_\_\_\_ Mayor  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

Agenda Item No. 8(F)(2)  
11-19-20

RESOLUTION NO. \_\_\_\_\_

RESOLUTION AUTHORIZING DESIGNATED PURCHASE PURSUANT TO SECTION 2-8.1(B)(3) OF THE COUNTY CODE BY A TWO-THIRDS VOTE OF THE BOARD MEMBERS PRESENT; AUTHORIZING AWARD OF CONTRACT NO. L-10094 FOR PURCHASE OF VOTER REGISTRATION AND EVIDS MAINTENANCE AND SUPPORT TO VR SYSTEMS, INC. IN AN AMOUNT NOT TO EXCEED \$3,919,000.00 FOR A FIVE-YEAR TERM FOR THE MIAMI-DADE ELECTIONS DEPARTMENT; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXECUTE THE CONTRACT AND EXERCISE ALL PROVISIONS OF THE CONTRACT, INCLUDING ANY CANCELLATION OR EXTENSION PROVISIONS, PURSUANT TO SECTION 2-8.1 OF THE COUNTY CODE AND IMPLEMENTING ORDER 3-38

**WHEREAS**, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that:

**Section 1.** This Board finds it is in the best interest of Miami-Dade County to award Contract No. L-10094 for purchase of voter registration and electronic voter identification station maintenance and support to VR Systems, Inc. in an amount not to exceed \$3,919,000.00 for a five-year term for Miami Dade Elections Department, pursuant to Section 2-8.1(b)(3) of the Code of Miami-Dade County, by a two-thirds vote of the Board members present. Copies of the contract documents are on file with and available upon request from the Internal Services Department, Strategic Procurement Division.

**Section 2.** This Board authorizes the County Mayor or County Mayor’s designee to execute the contract and exercise all provisions of the contract, including any cancellation or extension provisions, pursuant to Section 2-8.1 of the County Code and Implementing Order 3-38.

The foregoing resolution was offered by Commissioner \_\_\_\_\_, who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

- |                        |                              |
|------------------------|------------------------------|
|                        | Rebeca Sosa, Vice Chairwoman |
| Jose “Pepe” Diaz       | Sen. René García             |
| Oliver G. Gilbert, III | Keon Hardemon                |
| Sally A. Heyman        | Eileen Higgins               |
| Joe A. Martinez        | Kionne L. McGhee             |
| Jean Monestime         | Raquel A. Regalado           |
| Sen. Javier D. Souto   | District 8 - Vacant          |

The Chairperson thereupon declared this resolution duly passed and adopted this 19<sup>th</sup> day of November, 2020. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this resolution and the filing of this approval with the Clerk of the Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.  
Oren Rosenthal

