

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO: 17-08-29-01

IN THE MATTER OF DELEGATING
AUTHORITY TO THE ACTING COUNTY
ADMINISTRATOR TO SIGN A 5-YEAR
CONTRACT FOR SOFTWARE AND
HARDWARE MAINTENANCE OF THE
ELECTIONS APEX SORTER

WHEREAS, the Board of Commissioners approved the County's FY 17-18 budget on June 20th, 2017; and

WHEREAS, the FY 17-18 budget contains funds dedicated for a sorter system adequate for the proposed contract; and

WHEREAS, the software and maintenance of the Election's Apex Sorter is essential to the operation of the election and processing of ballots; and

WHEREAS, this contract exceeds the County Administrator's authority to execute per LM 21.145-147.

NOW, THEREFORE, the Board of County Commissioners of Lane County **ORDERS** as follows:

1. That the County Administrator be delegated the authority to execute the necessary documents for the 5-year contract renewal for software and hardware maintenance of the elections Apex Sorter as identified in Exhibit A.

ADOPTED this 29th day of August, 2017.



Pat Farr, Chair
Lane County Board of Commissioners

APPROVED AS TO FORM

Date

8/16/17

LANE COUNTY OFFICE OF LEGAL COUNSEL

EXHIBIT A

History of the purchase and installation:

- December 2010 – The Oregon Secretary of State’s Office issued an Invitation to Bid (ITB) for a High-Speed Ballot Sorting System using Help America Vote Act (HAVA) funding
- 5 vendors responded to the ITB:
 1. Bowe Bell and Howell: \$209,295
 2. Runbeck Election Services: \$213,536
 3. Pitney Bowes Inc.: \$222,894
 4. Opex: \$251,487
 5. Cowart Gagnon Inc.: \$378,069
- March 2011 – Bowe Bell and Howell was awarded the contract and seven counties were expected to participate (Multnomah, Washington, Clackamas, Lane, Marion, Jackson and Deschutes)
- April 2011 – four counties agreed to install the Apex Sorting equipment (Multnomah, Washington, Lane and Deschutes)
- May 2011 – the Apex Sorter was delivered and installed at Lane County
- May 17, 2011 was the first election in which Lane County utilized the Apex sorter

Sorter Description: APEX has the following functionalities:

1. Interface with the statewide Oregon Centralized Voter Registration System
2. Reject non-election materials
3. Detect thickness / thinness of every ballot envelope
4. Sort the ballot envelopes into the correct precinct
5. Capture the envelope image, extract the signature block, and store the image
6. Date and time stamp every envelope
7. Automatic letter opener for accepted ballot envelopes only
8. Sort challenged envelopes into specific bins
9. Provide full audit reports

Cost: The sorter was acquired through the use of HAVA funds that are administered through the Secretary of State’s office. The costs to date incurred and paid by HAVA are:

1. APEX sorter: \$174,995
2. Overhead trays and pullout drawers for 16 bins: \$2,250
3. Opener: \$25,000
4. Mail trays for process sorting: \$2,195
5. Keyboard extension: \$1,145
6. Air Compressor, electrical and network connection: \$3,776.30
7. First year onsite support: \$3,260
8. First 1.5 years software maintenance: \$17,325
9. First 1.5 years priority service plus hardware maintenance: \$24,755

Total amount paid by the SOS with HAVA funds: \$254,701.30

For the period from January 2013 through December 2017, contract amount was \$146,207.

Per this contract, the annual contract renewal amounts for the next five years are:

January-December 2018: \$33,535

January-December 2019: \$33,535

January-December 2020: \$33,535

January-December 2021: \$33,535

January-December 2022: \$33,535

Total: \$167,675