COUNTY OF GLENN
AGENDA ITEM TRANSMITTAL

MEETING DATE: October 16, 2007
BRIEF SUBJECT/ISSUE DESCRIPTION:
Submitting Department(s):
Glenn County Clerk - Elections Division

Authorize Glenn County Clerk to execute Agreement for purchase of new Optech Insight Ballot Scanners.

Contact: Vince Minto or Susie Alves
Phone: 934-6414

AGENDA PLACEMENT

APPOINTMENT – Appearances by: (Specify Name & Title)

Required _____ Minutes

☑ Business – No ☐ Consent
☑ Correspondence ☐ Reports & Notices

LEGAL/PERSONNEL/FISCAL

☐ Board Report ☐ Letter ☐ Minute Order
☐ Contract ☐ Transfer ☐ Grant App.
☐ Resolution ☐ Ordinance ☐ Proclamation
☐ Policy Update ☐ Code Update ☐ Other
☐ Purchase Agreement

CLERK INSTRUCTIONS

☐ Return Minute Order
☐ Return Certified Copy Of:
☐ Other:

RECOMMENDED ACTION/MOTION:
1. Authorize Chief Elections Officer to execute Agreement between County of Glenn & Sequoia Voting Systems for the purchase of four Optech Insight Ballot Scanners and two MemoryPaks.

Reviewed By (if applicable):

Department Head

Personnel Director

Department of Finance

Administrative Representative

PUBLIC HEARINGS & COMMITTEE VACANCIES

☐ State ☐ Federal

Public Hearings:
☐ Published
☐ Affidavit on File w/Clerk
☐ Affected Parties Notified

Committees:
☐ Vacancy Posted
☐ Application Attached

Legislation

Bill#: ______
☐ Latest Version of Bill
☐ Draft Letter Attached
☐ List of Supporters/Opposers
☐ Statement of Relevance to County Interests
☐ Description Attached

Funding Source/Impact

☐ General Fund Impact
☐ Other: HAVA Fund (Help America Vote Act)
☐ Budgeted
☐ Transfer Attached
☐ 4/5ths Vote Required
☐ Contingency Request

Contracts, Leases & Agreements

☐ New ☐ Renewal
☐ Amendment
☐ Insurance Certificate
☐ Contract Report

Date of Original Contract:
Contract No.: 07-02E
Fiscal Year: 2007/08

RECOMMENDED ACTION/MOTION:
1. Authorize Chief Elections Officer to execute Agreement between County of Glenn & Sequoia Voting Systems for the purchase of four Optech Insight Ballot Scanners and two MemoryPaks.
EXECUTIVE SUMMARY

Attached is the Sequoia contract for the purchase of four Optech Insight Scanners and two MemoryPaks in the amount of $27,412.50, for the Fiscal year 2007/2008.

RECOMMENDATION(S):

1. Authorize the Glenn County Clerk to execute the Agreement between County of Glenn and Sequoia Voting Systems for the purchase of equipment.

HISTORY AND BACKGROUND:

With remaining HAVA (Help America Vote Act) funds, the Elections Department will be purchasing additional equipment to assist in counting paper ballots since the decertification of DRE equipment in the State of California.

FISCAL/PERSONNEL IMPACT(S):

Our 2007/2008 cost for this purchase is $27,412.50, which is being funded by HAVA reimbursement.

ANALYSIS/DISCUSSION

All items transmitted by a County Department or Agency for inclusion in the agenda for Board of Supervisors action must include all background and analysis necessary for the Board to make an informed decision. Failure to provide adequate information, analysis, or backup could result in the matter not being added to the agenda and returned to the department for additional information.
PURCHASE AGREEMENT #07-02E

ATTENTION

SUBJECT:  Optech Insight Ballot Scanners and MemoryPaks

DATE:    September 25, 2007

TO:    Sequoia Voting Systems

FROM:     Vince T. Minto, Glenn County Clerk-Recorder

COST: (not to Exceed) $27,412.50

DESCRIPTION:  Purchase of Optech Insight Ballot Scanners and MemoryPaks

I understand and accept the above description and cost. Approval is granted to supply Glenn County Elections Department with the above described, along with the “Not to Exceed” amount for the 07-08 Fiscal Year.

Name (print)                  Signature                  Date

For County Use Only

Vince T. Minto              Date               Thomas Agin         Date
Glenn County Assessor/Clerk/Recorder   Glenn County Counsel