



500 West Big Beaver  
Troy, MI 48084  
troymi.gov



## CITY COUNCIL AGENDA ITEM

Date: July 8, 2020

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Assistant City Manager  
Rob Maleszyk, Chief Financial Officer  
MaryBeth Murz, Purchasing Manager  
Lisa Burnham, Accounting Manager  
M. Aileen Dickson, City Clerk

Subject: Request for Affirmation of Emergency Purchase of Verity Central Workstation

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### History

In 2017, City Council authorized the purchase of a new voting system from *Hart Intercivic, Inc., of Austin, TX* as part of the countywide contract. The new system has been in use since the November, 2017 election. City Council approved the purchase of an additional Verity Central workstation in August, 2019 to handle the expected influx of absentee ballots caused by “No Reason” absentee voting approved by the voters in November, 2018.

Due to the Governor’s declared state of emergency as a result of the COVID-19 pandemic, Secretary of State Benson mailed absentee applications to the registered voters in the State of Michigan who weren’t already Permanent Absentee Voters. The City of Troy has over 61,000 registered voters, including about 15,000 voters on our Permanent Absentee Voter List.

The City Clerk’s Office has already received record-breaking numbers of absentee applications. As of this writing, the City Clerk’s Office has mailed 15,856 absentee ballots, with hundreds of new requests arriving every day. To compare, the highest number of absentee ballots that we have ever processed was just over 15,000 at the Presidential General Election in November, 2008. With less than 4 weeks to go until Election Day, we expect to process 10,000 or more absentee applications.

The City Clerk’s Office budgeted for a fifth Verity Central Workstation (high-speed ballot tabulating system for the Absent Voter Counting Board) in the 2020/21 Budget. Since the budget year began on July 1<sup>st</sup>, the City Clerk had to wait until the first City Council meeting on July 13<sup>th</sup> to ask City Council to authorize the purchase. Normally, that would not have been an issue. However, the COVID-19 emergency and the subsequent dramatic increase in equipment orders all over the state have caused delays in the order processing time and the shipping time from the vendor, Hart Intercivic, Inc. located in Austin, Texas. The City Manager, as authorized by City Charter Section 12.1 – Purchase and Sale of Property, authorized the emergency purchase of the Verity Central Workstation on July 1, 2020 in order to ensure that the new Verity Central would be received, tested, and in place for the August 4<sup>th</sup> election. City Management requests that City Council affirms this emergency purchase.



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### **Purchasing**

- City Charter Section 12.1 – Purchase and Sale of Property authorizes the City Manager to make necessary purchases prior to Council approval in a declared emergency, which shall be affirmed by City Council at the next regularly scheduled Council meeting.
- In the best interest of the City it is recommended that the bid process be waived since *Hart Intercivic, Inc.* is the vendor chosen by the County Clerk, and Troy is required by State law to use the election system chosen by the County Clerk.
- Currently, the City operates four (4) Verity Central workstations in the Absentee Voter Counting Board, which were purchased using a combination of HAVA (Help America Vote Act) Federal grant funds through the State of Michigan, and Troy budgeted funds.
- This purchase is budgeted for in full in the 2020/21 Budget, but the City Clerk has applied for reimbursement of some costs from the State of Michigan, currently pending the State's decision
- The purchase price includes the warranty and maintenance for the first five years.
- The countywide election system agreement is for a total of ten years, so the funds for maintenance will be budgeted for years six through ten beginning in 2026. The maintenance charges for the additional three Verity Central workstations will be approximately \$77,450; (\$15,490 per year) as detailed in Quote #6845 which is attached.

### **Financial**

- The funds for this purchase are budgeted in the City Clerk – Elections – Capital account 401.215.262.7978.010.
- Funds for future payments of equipment maintenance starting in 2026 will be budgeted in the Elections account.

### **Recommendation**

City Management requests that the City Manager's authorization of an emergency purchase of one (1) additional Verity Central workstation be affirmed for an estimated total cost of \$88,435; which includes a 5-year warranty. City Management also requests the approval to purchase the annual service and maintenance for years six through ten for the Verity Central workstation in the estimated total amount of \$77,450 as detailed in Quote #6845 which is attached.



Quote Number

00006845

Account Name

Troy, MI

Grand Total

\$88,435.00

Item	Description	Unit Price	Quantity	Total Price
Verity Central - Medium Jurisdiction	Verity Central software for jurisdictions with less than 100,000 registered voters	\$72,920.00	1	\$72,920.00
Verity Workstation	Workstation for Verity software w/ 5-year warranty	\$4,000.00	1	\$4,000.00
Canon DR-G1100 Central Scanner w/ 5-Year Warranty	Central ballot scanner; includes 5 years of warranty coverage	\$11,190.00	1	\$11,190.00
Okidata B432dn Printer	Laser printer w/ starter cartridge for report printing	\$325.00	1	\$325.00

Subtotal

\$88,435.00

Grand Total

\$88,435.00

## Annual Service and Maintenance (Years 6-10)

Item	Description	Unit Price	Quantity	Total Price
Service and Maintenance - Verity Central	Annual Service and Maintenance fee for Verity Central in years 6-10	\$15,490.00	1	\$15,490.00

Proposed Annual Service &amp; Maintenance

\$15,490.00

Total Years 6-10

\$77,450.00

Bill To 500 W Big Beaver Rd.  
Troy, MI 48084Ship To 500 W Big Beaver Rd.  
Troy, MI 48084

## Customer Contact

Contact Name Aileen Dickson

Email dicksona@troy.mi.gov

Phone (248) 524-3331

## General Information

Expiration Date 6/1/2020

Instructions Please fax with signature to (512) 252-6923 or scan and email to [tcervantes@hartic.com](mailto:tcervantes@hartic.com) to order.

Payment Terms Net 30

## Terms and Conditions

Pricing subject to inventory availability at time of quote execution and acceptance.

Taxes will be calculated in conjunction with the Customer based on the final approved price list.

## Hart Approval

Prepared By Tony Cervantes

Title Inside Sales Representative

Signature

## Customer Approval

Name: M Aileen DicksonTitle: City ClerkCustomer Approval: M Aileen DicksonDate: July 1, 2020