



Dakota County

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Title:	Authorization To Upgrade Electronic Pollbook Equipment And Amend Master Software License And Service Agreement With Know Ink, LLC And Authorization To Execute Cost-Sharing Agreements With Cities, Townships And School Districts		
Sponsors:	Public Services and Revenue Administration		
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Attachments:	1. 2023 Cost share for epollbooks Form JPA 3.7.pdf, 2. Dakota revised (2)w Meraki discounted purchase cellular pads (Revised 3.6.23)		

Date	Ver.	Action By	Action	Result
3/14/2023	1	Board of Commissioners	approved	Pass

DEPARTMENT: Public Services and Revenue Administration

FILE TYPE: Consent Action

TITLE

Authorization To Upgrade Electronic Pollbook Equipment And Amend Master Software License And Service Agreement With Know Ink, LLC And Authorization To Execute Cost-Sharing Agreements With Cities, Townships And School Districts

PURPOSE/ACTION REQUESTED

Authorize the Public Services and Revenue Division to purchase updated electronic pollbook equipment, amend the Master Software License and Services agreement with Know Ink, LLC and execute cost-sharing agreements with cities, townships and school districts.

SUMMARY

In 2018, the Elections Department, in cooperation with the County's 12 largest cities purchased and implemented electronic pollbooks in 119 of the 141 County precincts (Resolution No. 18-153, March 13, 2018). In 2020, a purchase was made to expand the use of pollpads to include all the small cities and township precincts in the County (Resolution No. 20-017, January 7, 2020). Finally, the use of the pollpad system was leveraged in the 2021 school district elections making the electronic pollbook system the standard used in Dakota County polling places.

An electronic pollbook is capable of checking in voters, facilitating election day registration, reporting voter statistics, and assisting election judges with some of their various procedures. Electronic pollbooks enhance election security with improved data integrity, automates posting of absentee voters to prevent duplicate voting in the poll, enforces voter registration procedures, and automates

prevention of some voter errors. In addition, after an election, election day voter registrations and posting voter history is done automatically through pollbook technology.

These devices do contain private voter data. Protecting that data is of utmost importance. Replacing aging equipment with updated hardware before it reaches its end of life will ensure the County can continue to run the most up to date software and operating systems possible. The entire system is updated and tested before every election, including the operating system and software.

The County can purchase electronic pollbooks from Know Ink, LLC through the State of Minnesota's Cooperative Purchasing Venture. The County's 2023 adopted budget contains \$400,000 (\$800,000 total estimated project costs) for the purchase of electronic pollbooks and related equipment with an additional \$400,000 of external funding through cost sharing agreements with partner agencies (see Attachment Cost Share Agreement). Election Department staff determined that pollbook printer components do not need to be replaced which is resulting in actual costs (see Purchase Order Estimate) coming in significantly lower than early estimates. Additional purchase authority above the current estimate is requested to accommodate additional equipment orders that may be requested by our partner agencies to expand the number of electronic pollpads used in their polling places.

RECOMMENDATION

Authorize the Director of Public Service and Revenue to execute a purchase order with Know Ink, LLC to purchase electronic pollbooks and related equipment through the State's Cooperative Purchasing Venture program, amend the Master Software License and Services agreement and execute cost-sharing agreements with cities, townships and school districts.

EXPLANATION OF FISCAL/FTE IMPACTS

The total amount of the project cost is not to exceed \$420,000. The County's share of the purchase is not to exceed \$210,000 and is included in the 2023 Elections Department Adopted budget.

☐ None ☒ Current budget ☐ Other
☐ Amendment Requested ☐ New FTE(s) requested

RESOLUTION

WHEREAS, electronic pollbooks improve the voter experience, safeguard data, prevent duplicate voting, enforce voter registration procedures and improve reporting speed of elections in the County; and

WHEREAS, the Know Ink, LLC electronic pollbook system the standard used in Dakota County polling places since 2018; and

WHEREAS, replacing aging equipment with updated hardware before it reaches its end of life will ensure the County can continue to run the most up to date software and operating systems possible; and

WHEREAS, the County can purchase electronic pollbooks and related equipment from Know Ink, LLC through the State of Minnesota's Cooperative Purchasing Venture.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Director of Public Services and Revenue to execute a purchasing order with Know Ink, LLC to purchase electronic pollbooks and related equipment through the State's Cooperative

Purchasing Venture Program and amend the Master Software License and Services agreement; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners hereby authorizes the Director of Public Services and Revenue to execute cost-sharing agreements with cities, townships and school districts.

PREVIOUS BOARD ACTION

18-153; 3/13/18

20-017; 1/7/20

ATTACHMENTS

Attachment: Draft electronic pollbook cost share agreement

Attachment: Purchase Order Estimate

BOARD GOALS

☐ A Great Place to Live

☐ A Healthy Environment

☐ A Successful Place for Business and Jobs

☒ Excellence in Public Service

PUBLIC ENGAGEMENT LEVEL

☐ Inform and Listen

☐ Discuss

☐ Involve

☒ N/A

CONTACT

Department Head: Teresa Mitchell

Author: Teresa Mitchell