



## PUBLIC HEARING AGENDA ITEM

<b>DATE OF PUBLIC HEARING:</b> September 29, 2020
<b>SUBJECT:</b> Voter Service & Polling Center (VSPC) Laptops with HP, Inc.
<b>FROM:</b> Raymond H. Gonzales, County Manager Alisha Reis, Deputy County Manager Nancy Duncan, Budget & Finance Director Jennifer Tierney Hammer, Procurement and Contracts Manager
<b>AGENCY/DEPARTMENT:</b> Elections Department
<b>HEARD AT STUDY SESSION ON:</b> N/A
<b>AUTHORIZATION TO MOVE FORWARD:</b> <input type="checkbox"/> YES <input type="checkbox"/> NO
<b>RECOMMENDED ACTION:</b> That the Board of County Commissioners approves a purchase order with HP, Inc., for Voter Service & Polling Center Laptops.

### **BACKGROUND:**

In 2016, the National Association of State Procurement Officers (NASPO) purchasing cooperative awarded an agreement to HP, Inc., as an authorized reseller of HP ZBook Firefly 15 G7 Mobile Workstations to participating agencies. Adams County is a participant in the NASPO purchasing cooperative, which adheres to the County Purchasing Policy, Appendix E – Cooperative, Single, and Sole Source Purchases. The Elections Department, in conjunction with the Information Technology and Innovation Department (ITi), will utilize the contracted pricing to purchase Voter Service and Polling Centers (VSPC) HP ZBook laptops for Elections use.

This item is for the purchasing of a fleet of dedicated laptops for Elections' VSPCs. During an Election, multiple VSPCs are strategically placed in Adams County to help the voters cast their ballots. Computer equipment is required, and the County is currently using a combination of leased and decommissioned County laptops. While leased laptops are fairly new, decommissioned County laptops are now eight years old. Feedback from Elections staff and administration, seasonal users of the laptops, and ITi agree these laptops do not meet minimum useability requirements and should no longer be used.

The recommendation is to approve the Purchase Order with HP, INC., for 250 laptops and 250 docking stations in the not to exceed amount of \$302,102.50.

**AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:**

Elections Department  
Information Technology and Innovation Department

**ATTACHED DOCUMENTS:**

Resolution

**FISCAL IMPACT:**

Please check if there is no fiscal impact ☐. If there is fiscal impact, please fully complete the section below.

**Fund:** 01

**Cost Center:** 1022

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
<b>Total Revenues:</b>			

	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:	7561	10222001	\$302,102.50
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
<b>Total Expenditures:</b>			<u>\$302,102.50</u>

**New FTEs requested:** ☐ YES ☒ NO

**Future Amendment Needed:** ☐ YES ☒ NO

**Additional Note:**