



Los Angeles County Registrar-Recorder/County Clerk

DEAN C. LOGAN

Registrar-Recorder/County Clerk

February 21, 2017

TO: Supervisor Mark Ridley-Thomas, Chairman
Supervisor Hilda L. Solis
Supervisor Sheila Kuehl
Supervisor Janice Hanh
Supervisor Kathryn Barger

Sachi A. Hamai, Chief Executive Officer

FROM: Dean C. Logan, ^{Dean} Registrar-Recorder/County Clerk

NOTIFICATION OF ACTION TO AMEND CONTRACT FOR ENTERPRISE SERVICES MASTER AGREEMENT (ESMA) WORK ORDER NUMBER 2016-001 FOR THE VOTING SYSTEMS ASSESSMENT PROJECT IMPLEMENTATION PLANNING TO EXTEND TERM AND INCREASE WORK ORDER AMOUNT

This is to notify your Board of action by the Registrar-Recorder/County Clerk (RR/CC) to amend the Enterprise Services Master Agreement (ESMA) Work Order Number 2016-001 with Gartner Inc. for the Voting System Assessment Project (VSAP) per the "5.3 Changes of Scope" section in the Statement of Work. The RR/CC will extend the contract for a two month period at a cost of \$125,000 bringing the work order total to \$550,000.

Need for Further Time and Resources

The RR/CC partnered with Gartner Inc. to support VSAP implementation planning. Gartner's engagement with RR/CC includes the development of a sourcing strategy for manufacturing various components of the future voting system as designed through the VSAP. It also includes an assessment of RR/CC's organizational and operational readiness for the envisioned future state of voting and elections administration.

After carrying out initial market research, we determined that a high-level market scan alone would be insufficient to assess overall vendor responsiveness. Further action is needed to gauge the interests of potential vendor and identify any concerns and/or potential impediments to the solicitation strategy. To gather more in-depth and individualized information from potential vendors, the RR/CC has requested that Gartner

expand the scope of market research to include a Request for Information (RFI.) The RFI will provide valuable data from vendors that will be used to shape and develop an effective sourcing strategy, and will provide valuable input into a future Request for Proposals (RFP.) This amendment augments the scope of the original work order and adds \$125,000 to cover the cost of Gartner's additional time and resources. Funding for this amendment is available in the Department's budget.

The information gathered from the RFI and market scan will allow the RR/CC to quickly begin preparation of the manufacturing RFP(s) and move forward to the actual procurement phase. To ensure continuity and avoid any delays in this process, which could adversely affect the plan for a phased implementation to begin in 2018 and full implementation by 2020, the RR/CC may seek to further amend the existing Work Order with Gartner or opt to issue a new Work Order Solicitation in support of VSAP.

c: Executive Office, Board of Supervisors
RR/CC Board Deputies
County Counsel