



Max Bricka, CPSM  
PURCHASING AGENT / DIRECTOR

8/31/16

Williamson County Commissioners Court

Re: Sole Source recommendation for VOTEC Corporation

Dear County Judge and Commissioners,

Recently our county Elections department made a request for qualifying the **sole source purchase of software and maintenance for our VoteSafe Electronic Poll Books. These items are supplied by VOTEC Corporation who is the owner, manufacturer, and the only provider of software maintenance and support of their products.**

After reviewing all documentation requested and submitted, **I recommend qualifying this request as a sole source purchase and exempting these goods from competitive bidding requirements per Texas Local Government Code sections 262.003 (a) and 262.024 (a) (7),**

The process has included the following:

- Public posting of an RFI in BidSync for 14 days, with no responses received from any other competitor, requiring additional analysis or consideration.
- A signed Sole Source Justification Request from Christopher Davis, Elections Administrator
- A signed letter of justification from the supplier, establishing why their product / service is only available from their company
- A notarized Sole Source Affidavit completed by the supplier
- A signed letter of recommendation from Christopher Davis, Elections Administrator
- A price quote of requested items / services

**The term of this Sole Source exemption will be effective for 36 months from the date of approval.**

If you have any questions or concerns, please contact me at any time.

Sincerely,

Purchasing Agent / Director



Welcome Blake.Skiles@wilco.org | [Logout](#)

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 or call 800.999.9339

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**Bid #1608-111 - Intent To Deem VOTEC Corporation As Sole Source Provider**

<b>Time Left</b>	closed	<b># of offers</b>	0
<b>Bid Started</b>	Aug 10, 2016 4:50:16 PM CDT	<b>Notifications</b>	<a href="#">Report</a> <a href="#">(Bidder Activity)</a>
<b>Bid Ended</b>	This bid closed on Aug 25, 2016 3:00:00 PM CDT	<b># of suppliers viewed</b>	12 <a href="#">(View)</a>
<b>Agency Information</b>	<a href="#">Williamson County, Texas, TX</a> <a href="#">(view agency's bids)</a>	<b>Q &amp; A</b>	<a href="#">Questions &amp; Answers</a>
<b>Department</b>	Purchasing <a href="#">(view department's bids)</a>		
<b>Bid Classifications</b>	<a href="#">Classification Codes</a>		
<b>Bid Regions</b>	<a href="#">Regions</a>		
<b>Bid Contact</b>	<a href="#">see contact information</a>		
<b>Delivery Location</b>	One or more of the following locations <b>Williamson County, Texas</b> <a href="#">No Location Specified</a>		
	<b>Qty</b> 1		
	<b>Expected Expenditure</b> n/a		
<b>View Rules</b>	Click here to <a href="#">change</a> the rules for this bid.		
<b>Bid Packet</b>	<a href="#">Packet for Bid 1608-111</a> <a href="#">[download]</a>		
<b>Best and Final Offer:</b>	<a href="#">Create</a>		

**Approval**

**View Approval Flow** [View Approval Flow](#)  
**Approval Status** Approved

**Description**

**Bid Number** 1608-111  
**Title** Please Attach Any Supporting Documents To This Line  
**Contract Duration** One Time Purchase  
**Budgeted Amount** \$0.00 [\(change\)](#)  
**Bid Comments** Williamson County, Texas intends to award a sole-source contract with VOTEC Corporation for the following item:

VoteSafe Electronic Poll Book Hardware, Software, & Maintenance

**THIS IS NOT A REQUEST FOR COMPETITIVE PROPOSALS AND A SOLICITATION WILL NOT BE ISSUED.** Interested parties must show clear and compelling evidence of competitive equivalency in order for alternative goods or services to be considered. Williamson County will review any information collected through this RFI to determine if offers of any equivalent goods or services meet the needs of the County. If it is concluded that additional suppliers of equivalent goods or services do exist, then a formal solicitation may follow.

If no affirmative responses are received by 3:00PM, August 25, 2016 showing clear and compelling evidence of competitive equivalency to the items described herein, an award will be made without further notice. Oral communications are not acceptable in response to this notice.

**Description** Please Attach Any Supporting Documents To This Line

**Documents**

[Select All](#) | [Select None](#) | [Download Selected](#)

1. [Conflict of Interest Form - Local Gov.](#) [\[download\]](#)



**Williamson County Purchasing Department**

901 South Austin Ave.  
Georgetown, Texas 78626  
(512) 943-3553

[www.wilco.org/purchasing](http://www.wilco.org/purchasing)  
[purchase@wilco.org](mailto:purchase@wilco.org)

### Sole Source Justification Request

**This request is for a:**

**Sole Source Item** (goods or services are available from ONLY this supplier due to a unique capability, patent, copyright, secret process, or capability to meet the requirements of the solicitation)

This Sole Source justification requires additional documentation and requirements as listed below. **One of these steps may require placing a public notice in BidSync for 14 days, in order to allow any possible competitors to come forward with equivalent goods or services.** This step will be completed by the Purchasing Team that supports your office or county department after all required documents have been submitted. In addition, all sole source justifications must be approved in Commissioners Court.

**Required Documentation that must accompany this request before this purchase can be considered** (any missing documentation will result in delays). *Check all included documents:*

- This request form completed and signed
- A written quote from the supplier, listing the goods, services and pricing
- Letter of justification from the supplier (on company letterhead and signed by an authorized representative) establishing why they are the only Sole Source provider of the service or item
- Notarized Sole source affidavit completed by the supplier
- Signed letter of recommendation from the Elected Official or County Department Head

Requestor Name and County Office / Department: Chris Davis

Requestor Title: Elections Administrator Requestor Phone Number: ext. 3-1622

Requested Sole Source Supplier: \_\_\_\_\_

Company Name: VOTEC Corporation

Contact Name: Randy Propp

Address: 10920 Via Frontera Suite 110

City: San Diego State: CA Zip Code: 92127

Phone Number: 800.348.6832 Email Address: rpropp@votec.net

Website: www.votec.net

Is the recommended supplier the manufacturer?  Yes  No

Does the manufacturer sell the item(s) through distributors?  Yes  No

Description of the Product or Service: (if additional space is needed, include a separate page) *Describe the full scope of work, including installation if required, items should include brand, model and part number if applicable.*

VoteSafe Electronic Poll Books  
VOTEC Corporation manufactures hardware and is the author and the sole provider of VoteSafe software modules. This includes software and maintenance as well.

**Schedule:** Identify the date items are needed to be delivered, or month work is to be performed. Please be specific and do not use "ASAP".

October 1, 2016  
VoteSafe Support Maintenance Fee

Estimated Cost: \$28,800.00

**SOLE SOURCE RATIONALE**

**Complete the following checklist:**

**The requested supplier is the only source of required item(s) or service(s) because:**

*Check all that apply:*

- The required item or service is proprietary to the supplier
- The recommended supplier holds the patent on the requested item(s)
- The recommended supplier is the only supplier capable of performing the requested service
- A specific item is needed
- To be compatible or interchangeable with existing hardware
- As a spare or replacement hardware
- For the repair or modification of existing hardware
- For technical evaluation or testing
  
- Have there been any prior attempts to obtain competitive bids or proposals for the items or services that failed?

If so, please list and describe such attempts:

- There is a substantial risk in selecting another product or service provider.

If so, please describe:

- It is not possible to obtain competitive bids for consideration.

If so, why:

Are there any other companies who can provide the services or needed items?

If so, please list and provide explanation of why they were unable to meet the requirements:

List any other sources, suppliers, products or service providers that you reviewed in your selection process:

List all research methods that you reviewed in your selection process (i.e.: specific internet searches, trade publications, references, etc.):

#### ACKNOWLEDGEMENT

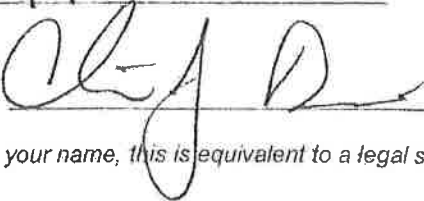
I affirm and acknowledge Williamson County's requirements, justification and criteria for Sole Source purchases. I have gathered the required technical information, provided all required documentation, have made a concerted effort to review comparable / equal equipment or services to the best of my ability, and further affirm that there is no conflict of interest in my recommendation of the selected item(s), service(s) or supplier.

I also acknowledge and understand that I may be subject to criminal prosecution for the willful falsification of information in this document. I, by the act of signing or typing my name below, hereby certify under penalty of perjury, under the laws of the State of Texas, the foregoing is true and correct

Date:

8/8/16

Signature:



\* By typing your name, this is equivalent to a legal signature

**NOTE: After a passage of time, an item or service may no longer qualify as a sole source purchase due to other similar items or services becoming available from other suppliers. Thus, all prior sole source determinations must be reapproved by the Williamson County Purchasing Department following completion of a Sole Source Justification Request Process and satisfactory completion of such process must be noted on requisitions and purchase orders.**



VOTEC Corporation

July 18, 2017

Chris Davis  
Williamson County Elections Administrator  
301 S.E. Inner Loop, Suite 104  
Georgetown, TX 78626

RE: VoteSafe Electronic Poll Books

Dear Mr. Davis:

VOTEC Corporation of San Diego California is pleased to offer support for our VoteSafe Electronic Poll Book hardware and software system to Williamson County.

VOTEC Corporation is the author and the sole provider of all VoteSafe Electronic Poll Books software system modules. As VoteSafe is a mission critical software in support of voter registration and elections, VOTEC Corporation is the only company authorized to provide support and maintenance for these systems.

Sincerely,

A handwritten signature in black ink that reads "Randy Propp". The signature is fluid and cursive.

Randy Propp  
Director of Operations



Williamson County Purchasing Department  
901 South Austin Avenue  
Georgetown, Texas 78626  
(512) 943-3553  
[www.wilco.org/purchasing](http://www.wilco.org/purchasing)  
[purchase@wilco.org](mailto:purchase@wilco.org)

### NOTARIZED SOLE-SOURCE PURCHASE AFFIDAVIT

STATE OF TEXAS  
COUNTY OF WILLIAMSON

**KNOW ALL MEN BY THESE PRESENTS THAT:**

Before me, the undersigned authority duly authorized to take acknowledgments and administer oaths, on this day personally appeared RANDAL PROPP, who after being duly sworn on oath stated the following:

My name is RANDAL PROPP. My title is DIRECTOR OF OPERATIONS. I am aware that the Williamson County Purchasing Department is required to comply with competitive bidding requirements of Chapter 262 of the Texas Local Government Code. I am aware that the statutory competitive bidding provisions do not apply to the purchase of an item that can be obtained from only one source. See, Texas Local Government Code section 262.003.

**Sole-source items include:**

Items for which competition is precluded because of the existence of patents, copyrights, secret processes, or monopolies, films, manuscripts, or books, electric power, gas, water, and other utility services, and captive replacement parts or components for equipment.

I have represented to the Purchasing Department of Williamson County and I hereby warrant that as of the date below, I am the sole-source supplier of the following item: VOTE SAFE ELECTRONIC POLL BOOKS. I am the sole-source supplier of this item because: WE MANUFACTURE HARDWARE AND WRITE THE SOFTWARE AND RETAIN EXCLUSIVE CONTROL. I agree that if I ever cease being the sole-source supplier of this item, I shall immediately make a full disclosure in writing to the Williamson County Purchasing Department of all relevant facts and circumstances.

IN WITNESS WHEREOF, the undersigned has executed this Affidavit on the 19 day of

July, 2016  
Randal Propp  
[Signature]

RANDAL PROPP DIRECTOR OF OPERATIONS  
[Printed Name] [Title]

SWORN TO AND SUBSCRIBED before me on July 19<sup>th</sup>, 2016, by Alexandra Williams  
[Printed Name]

ALEXANDRA WILLIAMS  
NOTARY PUBLIC  
STATE OF COLORADO  
NOTARY ID 20164020485  
MY COMMISSION EXPIRES MAY 31, 2020

[Signature] Notary Public  
State of Colorado  
My Commission expires on 05/31/2020



Christopher Davis  
ELECTIONS ADMINISTRATOR

TO: Max Bricka, Director/Purchasing Agent  
FROM: Chris Davis, Elections Administrator  
RE: Single / Sole Source Justification Request  
DATE: August 8, 2016

The memorandum is written in support of the Elections Office request to designate VOTEC CORPORATION as a sole source vendor.

Williamson County is a large county and growing larger. Because of the delays in receiving timely Voter Applications through the U.S. Postal Service, as well as from other government agencies (SOS, other counties, etc.), voters may be added or updated within Williamson County's Voter registration database (VEMACS) after Early Voting has begun or on Election Day. We need a system that allows for live-updating of changes to our electronic poll books. VoteSafe is the only e-poll book that allows live updates from VEMACS. Additionally, other companies require the data exported from VEMACS be sent to them for parsing and reformatting to match their e-poll book requirements. VoteSafe allows this process to be done in-house, without a middle-man. The information is exported out of VEMACS before Early Voting begins and then each new change in VEMACS is synced over the internet as it happens. All other products offer a one-time or daily export out of VE MACS to sync to their e-poll book product. Lastly, VOTEC's Ballot Board Signature Verification Module greatly increases the speed and efficiency of the work of our Signature Verification Committee as they process thousands of absentee ballot envelopes for a given election. A process that normally covered a 12-hour day can now be completed in a fraction of that time.

WILLIAMSON COUNTY  
301 S.E. Inner Loop, Suite 104  
Georgetown, Texas 78626  
Phone 512.943.1630  
Fax 512.943.1634  
Email [cjdavis@wilco.org](mailto:cjdavis@wilco.org)





VOTEC Corporation

- INVOICE -

Chris Davis, Elections Administrator  
Williamson County  
P.O. Box 209  
Georgetown, TX 78627

Invoice # 12218  
October 1, 2016

Subject: VoteSafe Support - 10/01/2016 - 09/30/2017

Item	Quantity	Description	Unit Price	Extended
1	160	Field System Software Support	\$180.00	\$28,800.00
		<b>Total</b>		<b>\$28,800.00</b>

Due and payable upon invoice.

Thank you.

**New Address**

10920 VIA FRONTERA, SUITE 110 • SAN DIEGO CA 92127 • 800.348.6832 • FAX: 858.674.6050