



Mendocino County

Legislation Text

File #: 20-0830, Version: 1

To: Board of Supervisors

From: Assessor/Clerk-Recorder Assessor/Clerk-Recorder

Meeting Date: September 22, 2020

Department Contact: Katrina Bartolomie

Phone: 707-234-6826

Department Contact: Skylar Gravatt

Phone: 707-234-6827

Item Type: Consent Agenda

Time Allocated for Item: N/A

Agenda Title:

Approval of Purchase of an Omaton 210 Envelopener in the Amount of \$7,770.35; Add to the County List of Fixed Assets

Recommended Action/Motion:

Approval of purchase of an Omaton 210 Envelopener in the amount of \$7,770.35; add to the County List of Fixed Assets.

Previous Board/Board Committee Actions:

The Board approves fixed asset purchases as necessary throughout the year.

Summary of Request:

Historically, the elections department has utilized extra help staff to open thousands of returned vote-by-mail ballots. Due to COVID-19, the November 3, 2020 election is expected to have an increased vote-by-mail return rate. This increased volume coupled with social distancing requirements make an envelope opener a critical piece of our election infrastructure. Federal CARES Act and HAVA funding previously secured and approved will reimburse the County for the cost of the Omaton 210 Envelopener. The Omaton 210 will improve efficiency of future election processing as well.

Alternative Action/Motion:

Deny the request. This will jeopardize the elections department's ability to meet the needs of the county in the November 3, 2020 election.

Supervisory District: All

vote requirement: Majority

Supplemental Information Available Online At: Purchase Order Attached

Fiscal Details:

source of funding: CARES Act and HAVA funding

budgeted in current f/y: No

current f/y cost: 7,770.35

annual recurring cost: N/A

budget clarification: One-time cost of \$7,770.35. Will be paid entirely by CARES and HAVA contracts.

Agreement/Resolution/Ordinance Approved by County Counsel: N/A

CEO Liaison: Steve Dunncliff, Deputy CEO

CEO Review: Yes

CEO Comments:

if no, please describe: Will be Reimbursed

revenue agreement: Yes

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Executed By: Atlas Pearson, Deputy Clerk I

Final Status: **Approved**

Date: September 23, 2020

