



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Department Name:** Clerk-Recorder,  
Assessor  
**Department No.:** 062  
**For Agenda Of:** September 10, 2024  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** Department Head Joseph E. Holland *Joseph E. Holland*  
Clerk-Recorder, Assessor & Registrar of Voters

Contact Info: Michael T. Daly  
Chief Deputy Assessor & Registrar of Voters, (805) 568-2200

**SUBJECT:** Amendment to Agreement with Tenex Software Solutions, Inc.

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**County Counsel Concurrence**

As to form: Yes

Other Concurrence: N/A

As to form: No

**Auditor-Controller Concurrence**

As to form: N/A

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve, ratify and authorize the Chair to execute the Tenex Election Desk (TED) Amendment to the Precinct Central Electronic Poll Book Contract with Tenex Software Solutions, Inc. to add the 10X University solution used for election office online training, increasing the not-to-exceed amount to \$725,000 through June 30, 2026; and
- b) Authorize the County Clerk-Recorder-Assessor, or designee, to approve and sign amendments to the components and services of this Agreement, with the concurrence of County Counsel, Auditor-Controller and Risk Management, if the total cost of the amendments does not exceed 10% of the Agreement's not to exceed amount; and
- c) Determine that the above actions are not a project under the California Environmental Quality Act (CEQA) pursuant to Section 15378(b)(4) of the CEQA Guidelines because they consist of the creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment.

**Summary Text:**

Clerk-Recorder-Assessor Elections is seeking to add 10X University to the existing Precinct Central Electronic Poll Book Contract with Tenex Software Solutions, Inc. 10X University provides online training to poll workers.

**Background:**

On April 19, 2022 the County Board of Supervisors approved a contract with Tenex Software Solutions for the purchase of electronic poll books to streamline the check-in process at the in-person voting location. Electronic poll books offer real-time data on a voter's ballot status which allows voters to vote an in-person ballot in lieu of their vote by mail ballot, even if the voter has misplaced their ballot or does not have it to surrender.

Additional training is required for poll workers regarding the set-up and use of the equipment at the in-person voting locations. The 10X University online training familiarizes poll workers with the equipment prior to the in-person training class which allows the Elections Division to keep the required in-person class time to a reasonable length. Poll workers also can also re-watch the online training videos as many times as needed.

**Performance Measure:**

N/A

**Contract Renewals and Performance Outcomes:**

N/A

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund	\$ 21,400.00	\$ 21,400.00	
State			
Federal			
Service Fees			
Other:			
Total	\$ 21,400.00	\$ 21,400.00	\$ -

Narrative: There will be no new budgetary impacts stemming from the approval of the attached contract as the total estimated expenditures are already included in the FY 2024-25 budget.

**Key Contract Risks:**

Contract risk is low as the Clerk-Recorder-Assessor already engages with the vendor to provide Election specific software for use at polling places throughout the County on Election Day.

**Staffing Impacts:**

**Legal Positions:**

N/A

**FTEs:**

N/A

**Special Instructions:**

Please forward a copy of the minute order and a copy of the fully executed amendment to Vanessa Graeff in the Clerk-Recorder-Assessor.

**Attachments:**

Attachment A: Tenex Election Desk (TED) Amendment to the Precinct Central Electronic Poll Book Contract with Tenex Software Solutions

Attachment B: Precinct Central Electronic Poll Book Contract with Tenex Software Solutions

Attachment C: First Amendment to the Precinct Central Electronic Poll Book Contract with Tenex Software Solutions

**Authored by:** Vanessa Graeff

**cc:** Michael T. Daly