



Legislation Text

File #: 24-2253, **Version:** 1

Department: Management and Budget

Department Head/Elected Official: Daniel Ramos, Executive Director

Regular or Supplemental RCA: Regular RCA

Type of Request: Commercial Paper

Project ID (if applicable): ELECTION_SYSTEM

Vendor/Entity Legal Name (if applicable): N/A

MWDBE Contracted Goal (if applicable): N/A

MWDBE Current Participation (if applicable): N/A

Justification for 0% MWDBE Participation Goal: N/A - Goal not applicable to request

Request Summary (Agenda Caption):

Request for approval to decrease the commercial paper funding for the County Clerk for the Election Management System project in the amount of \$1,145,000 for a net CP funding of \$0.

Background and Discussion:

Commercial Paper A-1 is used to (1) pay contractual obligations incurred or to be incurred for the construction of and the purchase of fixtures, equipment and machinery for or in connection with the County's criminal and civil justice centers, the County's firefighter training facility, (2) pay contractual obligations incurred or to be incurred for the purchase of automobiles and other vehicles, equipment and machinery, including computers, materials and supplies for the operations of the County precincts and departments and other authorized needs and purposes including services provided by engineers, architects, attorneys, auditors, financial advisors.

In the interest of managing the County's debt and making limited funds available for the most urgent projects, the Office of Management and Budget (OMB) has requested the County Clerk to reexamine Commercial Paper (CP) A-1 budgets for projects that have large unencumbered budget balances. The County Clerk has indicated that this project will not need the entirety of its allocated CP funding in the immediate future, and OMB is requesting this decrease to free up funding for other projects that may need funding sooner. This change does not impact project authorization, and additional CP will be requested again for this project closer to the date the funding is needed.

Expected Impact:

CP funding reduction increases CP capacity.

Alternative Options:

N/A

Alignment with Goal(s):

- ☐ Justice and Safety
- ☐ Economic Opportunity
- ☐ Housing
- ☐ Public Health
- ☐ Transportation
- ☐ Flooding
- ☐ Environment
- ☒ Governance and Customer Service

Prior Court Action (if any):

Date	Agenda Item #	Action Taken
8/10/2021	325	Commissioner's Court approved starting the RFP process for an Election Management System.
6/28/2022	251	Commissioner's Court approved funding as part of the Office of Management and Budget of baseline budget expectations for FY22-23 accounting for cost drivers of labor and non-labor related costs to maintain the current level of service being provided by County departments. In the amount of Yearly SaaS fees- approximately \$1,500,000, The one-time fees for implementation services: \$820,000, and Year 1 one-time fees for Project Management: \$220,000.
8/23/2022	22-4998	Request for CP funding in the amount of \$1,145,000

Location:

Address (if applicable): Multiple

Precinct(s): Countywide

Fiscal and Personnel Summary

Service Name	Election Technology			
	Current Fiscal Year Cost			Annual Fiscal Cost
	Labor	Non-Labor	Total	Recurring Expense
Funding Sources				
Existing Budget				
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Total Current Budget	\$	\$	\$	\$
Additional Budget Request (<i>Requires Fiscal Review Request Form</i>)				
Commercial Paper	\$	(\$1,145,000)	(\$1,145,000)	\$
Choose an item.	\$	\$	\$	\$

Choose an item.	\$	\$	\$	\$
Total Additional Budget Request	\$	(\$1,145,000)	(\$1,145,000)	\$
Total Funding Request	\$	(\$1,145,000)	(\$1,145,000)	\$
Personnel (Fill out section only if requesting new PCNs)				
Current Position Count for Service	-	-	-	-
Additional Positions Request	-	-	-	-
Total Personnel	-	-	-	-

Note: Commercial Paper is issued in increments of \$5,000, and the excess is not available to be spent by the department.

Anticipated Court Date: April 23, 2024

Anticipated Implementation Date (if different from Court date):

Emergency/Disaster Recovery Note: Not an emergency, disaster, or COVID-19 related item

Contact(s) name, title, department: Amy Perez, Deputy Executive Director, Office of Management and Budget

Attachments (if applicable): N/A