



STATE OF MICHIGAN
BUREAU OF ELECTIONS
LANSING

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Voting System Purchase Process – Vendor Selection

Preparation for the replacement and purchase of Michigan’s statewide voting system continues. A thorough planning process will ensure a smooth gradual transition to our new system. Our initial efforts will be focused on securing the vendor selection information from each county; then working with each county to develop an overall initial draft purchase schedule. Key points of the purchase plan are outlined below:

- A total of four separate purchase periods will be available in 2017 and 2018, with the first orders expected to be placed beginning sometime in March (for those planning to implement 1st use this August).
- County Clerks will remain the primary point of contact for the State.
- County initial purchase plans will be drafted over the next several weeks for all jurisdictions.
- All counties and jurisdictions will be required to enter into a *Grant Agreement* with the State. This grant process may also necessitate counties and local jurisdictions to pass a local resolution, documenting each county/local clerk’s approval to enter into a grant with the State.
- In an effort to ensure a manageable purchasing, delivery and training schedule for the jurisdictions and vendors involved, the State will make final decisions on purchasing schedules. Every effort will be made to accommodate all preferences expressed by individual counties and jurisdictions.

Planning Process for Voting Systems – Please see the following documents, which outline the overall next steps in our process:

- ❑ **Vendor Selection Form.** This form has been assigned to counties in the [Elections eLearning Center](#). (You can view a sample form here: [Vendor Selection Form Example](#).) To access your form, Select the *Browse by Subject* box; then select *Voting System Purchase*. Please submit your vendor selection form via the Elections eLearning Center by:
 - **Friday, March 10, 2017** - If any of your jurisdictions wish to implement “First Use” in August 2017
 - **Friday, April 14, 2017** – If your jurisdictions wish to implement “First Use” *after* August 2017**NOTE:** If you have negotiated pricing with your vendor that is lower than the contract pricing, you must also upload or attach a copy of your vendor quote when you submit your form. (The form contains instructions for doing this.)
- ❑ [Voting System Purchase Process for Counties and Local Jurisdictions - Flowchart](#)
- ❑ [Sample Township Board Resolution](#)

Three vendors (Dominion, ES&S, and Hart InterCivic) will be eligible to sell voting systems under the new statewide contracts. Prices and associated local cost obligations have been posted on the [Voting System Purchase](#) web page. Costs for the voting systems may be negotiated lower; these negotiations must occur at the county level only. **Also be sure to get a full (10-year) cost quote from the vendors; including additional costs that are not covered by the available Federal/State funding which will be the responsibility of counties/local jurisdictions (such as EMS software networking needs).**

There is a wide variety of comparative data available on the [Voting System Purchase](#) web page that can be used to assist you and your local jurisdictions in making a final selection – Please **continue to check this website regularly as additional information is added.**

One of the next major steps in this process will include completion of a *Grant Agreement* between the State and counties/local jurisdictions. This agreement will designate approved amounts of new equipment (numbers of tabulators, accessible voting devices and Election Management System software) and will document the roles and responsibilities of the State, counties and local jurisdictions. Grants must be signed by every county and jurisdiction receiving new voting systems. For counties, this agreement covers one tabulator and one accessible device for the county, as well as the Election Management System software.

Counties and local jurisdictions may need to obtain formal authority from their governing boards to enter into a grant with the State. Some jurisdictions may need several weeks to obtain this authority. Also attached (see link on page 1) is a sample board resolution that counties and local jurisdictions may use to obtain the authority for entering into the State grant. Although no action on these items is needed at this time, you may want to share this information with your local jurisdictions and suggest that they make arrangements with their local governing bodies to schedule discussion of this issue at an upcoming meeting, if they plan to implement the new voting system soon.

Grant documents will be provided after counties submit their vendor selections. Only jurisdictions planning to implement the new voting system this August will need to submit their Grant Agreements soon. These grants must be signed and submitted before orders can be placed. Others who implement after August may submit Grant Agreements at a later date.

Upon receipt of your county's vendor selection, an initial Purchase Plan template will be forwarded to you, to identify specific jurisdictions implementing this year. Upon receipt of that document, Grant Agreements for those jurisdictions will be forwarded to those jurisdictions for completion. Please review the information in the links above, and begin to discuss upcoming voting system replacement plans/schedules with the local jurisdictions in your county.

Thank you for your help as we continue to work towards upgrading our voting systems throughout the state. If you have questions or concerns about this information, please contact the Bureau of Elections at 800.292.5973 or elections@michigan.gov.