



BOARD OF SUPERVISORS AGENDA ITEM REPORT
AWARDS / CONTRACTS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: 09/05/2023

* = Mandatory, information must be provided

or Procurement Director Award: ☐

***Contractor/Vendor Name/Grantor (DBA):**

Inclusion Solutions, LLC.

***Project Title/Description:**

Franklin Voting Booths and Accessories

***Purpose:**

Amendment of Award: Master Agreement No. MA-PO-23-133, Amendment No. 01. This Amendment is for a one-time increase in the amount of \$361,000.00 for a cumulative not-to-exceed contract amount of \$921,000.00.

Administering Department: Elections.

***Procurement Method:**

Pursuant to Pima County Procurement Code 11.12.050, Sole source procurement, on 03/07/23, the Board of Supervisors approved an award of contract for an initial term of one (1) year and an annual award amount of \$560,000.00 with four (4) one-year renewal options with an estimated annual award amount of \$150,000.00 per renewal.

This increase is needed to furnish additional voting booths and accessories, to ensure all Vote Centers are fully equipped for the upcoming Presidential Preference Elections.

PRCUID: 476607

Attachment: Contract Amendment No. 01.

***Program Goals/Predicted Outcomes:**

To replace current voting booths with booths that are ADA compliant, and supports the ExpressVote adaptors, which are required to be used by voters with disabilities.

***Public Benefit:**

Public will have a better voting experience and will allow for space-saving at voting locations.

***Metrics Available to Measure Performance:**

Measured by the durability of the units during travel to and from Voting Centers.

***Retroactive:**

No.

To CoB: 8-1-23 (1)

Pages: 7

Ver. 2

THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (*) fields

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
 Commencement Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____
☐ Expense Amount \$ _____ ☐ Revenue Amount: \$ _____

***Funding Source(s) required:** _____

Funding from General Fund? ☒ Yes ☐ No If Yes \$ _____ % _____

Contract is fully or partially funded with Federal Funds? ☒ Yes ☐ No

If Yes, is the Contract to a vendor or subrecipient? _____

Were insurance or indemnity clauses modified? ☒ Yes ☐ No
 If Yes, attach Risk's approval.

Vendor is using a Social Security Number? ☒ Yes ☐ No
 If Yes, attach the required form per Administrative Procedure 22-10.

Amendment / Revised Award Information

Document Type: MA Department Code: PO Contract Number (i.e., 15-123): 23-133

Amendment No.: 01 AMS Version No.: 02

Commencement Date: 09/05/2023 New Termination Date: _____
 Prior Contract No. (Synergen/CMS): _____

☒ Expense ☐ Revenue ☒ Increase ☐ Decrease

Amount This Amendment: \$ 361,000.00

Is there revenue included? ☒ Yes ☐ No If Yes \$ _____

***Funding Source(s) required: General Fund**

Funding from General Fund? ☒ Yes ☐ No If Yes \$ _____ % 100

Grant/Amendment Information (for grants acceptance and awards)

☐ Award ☒ Amendment

Document Type: _____ Department Code: _____ Grant Number (i.e., 15-123): _____

Commencement Date: _____ Termination Date: _____ Amendment Number: _____

☐ Match Amount: \$ _____ ☐ Revenue Amount: \$ _____

***All Funding Source(s) required:** _____

*Match funding from General Fund? ☒ Yes ☐ No If Yes \$ _____ % _____

*Match funding from other sources? ☒ Yes ☐ No If Yes \$ _____ % _____

*Funding Source: _____

*If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?

Contact: Procurement Officer: Stephen M. Romero Digitally signed by Stephen M. Romero Date: 2023.07.31 09:48:51 -0700 Division Manager: Ana Wilber Digitally signed by Ana Wilber Date: 2023.07.31 10:47:25 -0700

Department: Procurement Director: Terri Spencer Digitally signed by Terri Spencer Date: 2023.07.31 11:11:54 -0700 Telephone: 520-724-3021

Department Director Signature: _____ Date: 7/31/23

Deputy County Administrator Signature: _____ Date: 7-31-2023

County Administrator Signature: _____ Date: 7/31/2023



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION

Master Agreement No: 23000000000000000133

MA Version: 2

Page: 1 of 2

Description: Franklin Voting Booths and Accessories

I S S U E R	<p>Pima County Procurement Department 150 W. Congress St. 5th Fl Tucson AZ 85701</p> <p>Issued By: STEPHEN ROMERO Phone: 5207243021 Email: stephen.romero@pima.gov</p>	T E R M S	<p>Initiation Date: 09-05-2023 Expiration Date: 03-06-2024</p> <table border="1"><tr><td>NTE Amount:</td><td>\$921,000.00</td></tr><tr><td>Used Amount:</td><td>\$551,987.08</td></tr></table>	NTE Amount:	\$921,000.00	Used Amount:	\$551,987.08
NTE Amount:	\$921,000.00						
Used Amount:	\$551,987.08						
V E N D O R	<p>INCLUSION SOLUTIONS LLC 2000 Greenleaf St Suite 3 Evanston IL 60202</p>	<p>Contact: HOLLISTER BUNDY Phone: 847-942-7847 Email: hbundy@inclusionsolutions.com Terms: 0.00 % Days: 30</p>					
<p>Shipping Method: Vendor Method</p> <p>Delivery Type:</p> <p>FOB: FOB Dest, Freight Prepaid</p> <p>Modification Reason Amendment No. 01 is for a one-time increase in the amount of \$361,000.00 for a cumulative not-to-exceed contract amount of \$921,000.00. Attachment: Contract Amendment No. 01</p>							

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Master Agreement No: 23000000000000000133

MA Version: 2

Page: 2 of 2

Line	Description					
1	Franklin 4-Station Voting Booth					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$969.00			
2	Franklin Jr. "Frankie" Adjustable Single Voting Booth					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$399.00			
3	ExpressVote Adapter for Franklin Booth					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$99.95			
4	Clip-On Lights (4 pack) for Voting Booths					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$114.95			
5	Free Form Line					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %		\$0.00			

Pima County Procurement Department

Administering Department: Elections

Project: Franklin Voting Booths and Accessories

Contractor: Inclusion Solutions, LLC
2000 Greenleaf St., Suite 3
Evanston, IL 60202

Amount: \$560,000.00

Contract No.: MA-PO-23-133

Funding: General Fund

SOLE SOURCE PROCUREMENT AGREEMENT

1. Parties, Background and Purpose.

- 1.1. Parties. This Contract is between Pima County, a body politic and corporate of the State of Arizona ("County"), and Inclusion Solutions, LLC ("Contractor").
- 1.2. Purpose. The Pima County Elections Department requires the 4-Station Franklin Voting Booths and Accessories, which will give the stability support to setup an Express Vote ADA compliant voting device as required at each voting location under A.R.S. § 16-447 (A).
- 1.3. Authority. County selected Contractor pursuant to Pima County Procurement Code 11.12.050, Sole Source Procurement.

2. Term.

- 2.1. Initial Term. The term of this Contract commences on March 7, 2023 and will terminate on March 6, 2024 ("Initial Term"). "Term," when used in this Contract, means the Initial Term plus any exercised extension options under Section 2.2. If the commencement date of the Initial Term is before the signature date of the last party to execute this Contract, the parties will, for all purposes, deem the Contract to have been in effect as of the commencement date.
- 2.2. Extension Options. County may renew this Contract for up to four (4) additional periods of up to 1 year each (each an "Extension Option"). An Extension Option will be effective only upon execution by the Parties of a formal written amendment.

3. Scope of Services. Contractor will provide County with the services described in **Exhibit A: Accessible 4-Station Voting Booth Detailed Specification Sheet** (4 pages), upon demand. The Services must comply with all requirements and specifications in the Solicitation.

4. Key Personnel. Not applicable to this Agreement.

5. Compensation and Payment.

- 5.1. Rates; Adjustment. County will pay Contractor at the rates set forth in **Exhibit B Inclusion Solutions Sales Quote** (1 page). Those rates will remain in effect during an Extension Option period unless Contractor, at least 90 days before the end of the then-

All other provisions of the Contract not specifically changed by this Amendment remain in effect and are binding upon the parties.

PIMA COUNTY

Chair, Board of Supervisors

Date

Inclusion Solutions, LLC

Hollister Bundy

Authorized Officer Signature

HOLLISTER BUNDY

Printed Name and Title

PRESIDENT

7/12/23

Date

ATTEST

Clerk of the Board

Date

APPROVED AS TO FORM

Exhibit A Inclusion Solutions Sales Quote (1 page)



inclusion=solutions

Inclusion Solutions

2000 Greenleaf St.

Suite 3 Evanston, IL 60202

www.inclusionsolutions.com

Email contact@inclusionsolutions.com

Tel 847-869-2500

Fax 847-869-2515

Sales Quote

Quote #	SQ-011533
Date	7/25/2023

Billing Address **Pima AZ, Elections Office**
6550 S. Country Club Road Tucson, AZ 85756
Tuscan, AZ
85702

Shipping Address **Pima AZ, Elections Office**
6550 S. Country Club Road Tucson, AZ 85756
Tuscan, AZ
85702

Contact Constance Hargrove
Phone 520-724-6868

Email Constance.Hargrove@pima.gov

Sales Rep
Hollister Bundy

SKU	Description	Quantity	Unit Price	Discount per Unit	Sub-Total
4SFRKLN	Franklin® 4-Station Voting Booth	210	\$969.00	\$50.00	\$192,990.00
FRKJR	Franklin Junior "Frankie" Adjustable Single Voting Booth	175	\$399.00	\$10.00	\$68,075.00
4SBRKT-EX	ExpressVote Adapter for Franklin Booth	140	\$99.95	\$5.00	\$13,293.00
FLEXLT-4	Clip-On Lights (4 Pack)	410	\$114.95	\$10.00	\$43,029.50

Remarks

Flexible delivery and invoicing available.

Delivery by January 31, 2023 with order placed in next 30 days.

Sub-Total	\$317,387.50
Tax	\$9,802.52
Shipping	\$29,780.00
Total	\$356,970.02

To approve quote, sign and fax back to 847-869-2515 or sign, scan document, and email to sales@inclusionsolutions.com

Quote Approved by:  (Sign Here)

*By signing this quote, I authorize Inclusion Solutions to ship the product listed herein and acknowledge that I have followed all state, county, or local purchasing requirements

In this global economy, pricing and shipping costs change rapidly. Prices good for 30 days from Quote Date.
Updated pricing available online at www.inclusionsolutions.com or call 847-869-2500.