

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Purchase of Ballot Transport Bags for Elections

**Manager's Recommendation:**

I recommend acceptance of the low bid and issuance of a purchase order to American Made Election Equipment, in the amount of \$4,901.00 for the purchase of twenty-seven (27) ballot transport bags to be used to deliver and store ballots for the City's precincts and absent voters.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for this purchase are budgeted in the Election Division Account No. 101-1731-701-9760.

**Justification:**

In June 2008, the City Clerk received bids on twenty-seven (27) ballot transport bags to be utilized by the Election Division to transport ballots to and from the City's twenty-two (22) precincts, and to store the ballots subsequent to elections for the precincts and absent voter counting board(s). The City's current ballot boxes are metal and have a capacity to hold ballots 17" long. Due to the number of candidates and issues on the ballot, particularly during a November General Election, the ballots can be as long as 23". As such, it has been necessary for the Clerk to bend the ballots to fit them in the boxes, which sometimes causes problems with the ballots feeding in the tabulator. In addition, the metal containers are very heavy and cumbersome and difficult for some of the election workers to lift. The new bags are made of Denier nylon and come with attached wheels for easy transportation.

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The company guarantees these bags for a period of five (5) years. The bids received for the bags on wheels are as follows:

<u>Company</u>	<u>Bag Type</u>	<u>Cost per unit</u>	<u>Shipping</u>	<u>Total Cost</u>
American Made Election Equipment Escondido, CA	BS-BG	\$159.00	\$290.00	\$4,611.00
MC&E Election Source Grand Rapids, MI	BA-EZPull	\$179.00	\$150.00	\$4,983.00

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.