



Contra
Costa
County

To: Board of Supervisors
From: Deborah R. Cooper, Acting Clerk-Recorder
Date: January 14, 2020

Subject: Contract for Election Drayage (Equipment and Supplies Delivery, Set-up, Pick-up and Return to Storage)

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Acting Clerk-Recorder, or designee, to execute a contract with Metropolitan Van & Storage, Inc., in an amount not to exceed \$750,000 for drayage, election equipment and supplies delivery, set-up, pick-up and return to storage, for the period January 1, 2020 through December 30, 2023.

FISCAL IMPACT:

The total cost will not exceed \$750,000 over the term of the contract. The cost is included in the Elections Division budget for fiscal year 2019-20 and will be included in the budgets for fiscal years 2020-21, 2021-22, 2022-23 and 2023-24.

Drayage is a reimbursable election cost and a portion is reimbursed by those agencies for whom the County conducts elections. The amount of reimbursement depends on the number and type of districts that consolidate with the election, as well as the number of County, State and federal issues on the ballot. The County bears the cost of elections conducted on behalf of the County, State and federal governments.

BACKGROUND:

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **01/14/2020** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Federal D. Glover, District V Supervisor

ABSENT: Karen Mitchoff, District IV Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 14, 2020

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Scott O. Konopasek,
925-335-7808

cc:

Bulky and heavy supplies and voting equipment must be delivered to the polling locations, set up and later retrieved for each election the County conducts. Metropolitan has provided these drayage services

BACKGROUND: (CONT'D)

for many years. The Clerk-Recorder Department contracts for these services due to high work volume and cyclical nature of elections. This contract renews Metropolitan's services for the same scope of work as in the past for the 2020 Presidential Primary and General Elections, the 2022 Gubernatorial Primary and General Elections and other special elections held during this time period.

CONSEQUENCE OF NEGATIVE ACTION:

If the request is not approved, the Department must find alternative sources for these services, as it does not have the internal capacity to coordinate, stage, and deliver the supplies and equipment. If the election equipment and supplies are not delivered, set-up at polling places and then picked-up and returned to storage, it would create a situation that disenfranchises our voters and could impact the conduct of the elections.