

**DETERMINATION AND FINDINGS FOR A
SOLE SOURCE PROCUREMENT**

Contract No.: RQ 760240
Caption: Custom Election Supplies
Contractor: Intab
Program Agency: Board of Elections and Ethics

1. **Authorization:** D.C. Official Code Section 2-303.05(a) (1) and 27 DCMR Sections 1702.1.

2. **Minimum Need:** The District of Columbia Board of Elections and Ethics, an independent chartered agency, is responsible for the administration and enforcement of the election laws of the District, a major element of this mandate being the conduct of elections. Unlike many procurement actions for goods and services, election requirements are extremely sensitive to statutory deadlines and mandate a zero tolerance for error in voter information and services. Our highest priority is ensuring the integrity and security of the election.

The DC Board of Elections and Ethics has an immediate need to procure customized election supplies including secure tamper evident, keyless security seals, tape and labels, high security locks, customized ballot bags, “I Voted” stickers, election badges, etc. for the Board’s electronic voting machines and peripherals and the polling sites before the April 3, 2012 Primary Election. It is critical to the operations of the Board that these items meet the required specifications to protect the highly sensitive election equipment that is distributed to the polling sites. The Board has to at all times protect the voting systems from malicious tamperers and facilitate fraud-free elections in the District of Columbia. The Board must have these custom items to stand out ensuring voting system integrity, security, transparency and reliability.

3. **Estimated Reasonable Cost:** The estimated reasonable cost is \$30,000.00.

4. **Facts Which Justify Sole Source Procurement:** The purchase of new voting equipment in FY 2010, required the procurement of bar-coded tamper evident seals for securing election equipment, voting machines, ballot boxes and containers, that would make unauthorized access to the

protected voting equipment easily detected. For the 2010 Primary and General elections, Intab was able to manufacture secure bar-coded tamper evident seals including wire seals to fit the Board's electronic voting equipment and peripherals. These tamper evident seals were customized and bar-coded for use on the 200+iVotronic touch screen voting machines and the 175+M100 Optical scan voting machines.

Intab's products are compliant with the security, confidentiality and integrity requirements of the Voter Registration Act of 1993 and the Help America Vote Act. The Board has to at all times protect the voting systems from malicious tamperers. There is no flexibility for slippage in deliveries or errors in sizing or labeling of tamper evident custom seals and other customized equipment and supplies.

Intab is the sole source supplier for the items required to operate the 200+iVotronic and 175+M100 Optical scan voting machines currently used by board of elections.

I hereby certify that the above findings are correct and complete.

Date

Clifford D. Tatum
Executive Director, BOEE

5. Contracting Officer Certification

I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited statutory authority. I recommend that the Chief Procurement Officer approve the use of the sole source procurement method for this proposed contract.

Date

Contracting Officer
John R. Dean

