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**El Paso County
Agenda Item Details**

Item Title: Approve and authorize the Single Source purchase of KNOWiNK's Poll Pad Annual Software License and Support (12504260) for El Paso County Elections Department

Submitted By: Karen Davidson, Purchasing Agent

Department: Purchasing Department

Department Phone Number: 915-273-3349

Subject: Approve and authorize the Single Source purchase of KNOWiNK's Poll Pad Annual Software License and Support (12504260) for El Paso County Elections Department awarded to Hart InterCivic, Inc of Austin, TX for a grand total of \$54,725.00. Funds are available in GF-ELECTIONS-MAINT/REP-GENERAL. Pursuant to Texas Local Government Code Section 262.024 (c), as a single source item, it is exempt from the provisions of the County Purchasing Act. Single Source will be re-evaluated as required to ensure compliance with statute.

Background: El Paso County is seeking to purchase poll pad annual software license and support renewal. This software manages polling place voter check-in during early voting and Election Day.

Pursuant to Texas Local Government Code Section 262.024 (c), as a single source item, it is exempt from the provisions of the County Purchasing Act. Single Source will be re-evaluated as required to ensure compliance with statute

Fiscal Impact: Fiscal Impact Historical

Fiscal Impact Projected
Funding available in:

COGF-1000-0000000-431-10-11150-0001-00000-600651-GF-ELECTIONS-MAINT/REP-GENERAL
\$54,725.00

Long Account Number: Amount:

Long Account Number: Amount:

Budget or Unbudgeted Match:

Recommendation:

Approve and authorize the Single Source purchase of KNOWiNK's Poll Pad Annual Software License and Support (12504260) for El Paso County Elections Department awarded to Hart InterCivic, Inc of Austin, TX for a grand total of \$54,725.00. Funds are available in GF-ELECTIONS-MAINT/REP-GENERAL. Pursuant to Texas Local Government Code Section 262.024 (c), as a single source item, it is exempt from the provisions of the County Purchasing Act. Single Source will be re-evaluated as required to ensure compliance with statute.

Prior Action:

N/A

Strategic Plan:

Goal:

null

Objective:

Strategic Plan Information:

**Estimated Time Needed
For This Item:**

RQ12504260
\$54,725.00

SINGLE / SOLE SOURCE JUSTIFICATION

Preparation Instructions:

The appropriate department representative must complete the single source form below and forward to their Department Head, or his designee, for approval. Upon approval, forward the sole source justification to the Purchasing Agent for review and final approval. Use additional sheets if necessary.

Vendor Name: Knowink/ Hart Intercivic Department: Elections

A complete description of the purchase / project:

Poll Pad Annual Software License and Support Renewal

1. Why is it necessary to contract in a non-competitive manner?

Expertise - Linked to current project / knowledge / agreement

Detailed explanation: (Why is this vendor the only source?)

Knowink is the only company that provides the maintenance to the PollPad software.

2. What research has been performed to ensure that no other source is capable of fulfilling the requirement? (For instance, list other products or services tested or used and indicate why they are not acceptable, include patent documentation, or market analysis)

Knowink is the only vendor compatible with the equipment and software we use.

HartIntercivic Inc. is the only authorized reseller of KnowInk in the state of Texas.

3. What are the exclusive features or capabilities the product or service offers the County?

Knowink is the only company that provides the maintenance to the PollPad software.

4. Why are these features or characteristics essential and necessary to meet the County's needs?

Our Department has made a large investment to Knowink, they are the only company that provides maintenance to the PollPad software.

The PollPad software manages polling place voter check-in during early voting and on election day.

5. What steps are being taken to foster competition in future purchases of this product or service?

We will compare services when there is another vendor offering the same service to the PollPad software.

Approved:

Isa Ulm
Department Head or designee
Karen Pawlowski
Purchasing Agent or designee

3/24/25
Date
3/24/25
Date

Heenie Granger
Buyer

3-25-25



P.O. Box 80649
 Austin, TX 78708-0649
 Phone: (800) 223-4278
 AccountsReceivable@hartic.com

INVOICE

DATE: 10/28/2024
INVOICE #: INV001148

BILL TO

Lisa Wise
 El Paso Co TX EA
 500 E San Antonio Ave Rm 314
 El Paso TX 79901-2433
 United States

SHIP TO

Lisa Wise
 El Paso Co TX EA
 500 E San Antonio Ave Rm 314
 El Paso TX 79901-2433
 United States

Memo	PO #	SHIPPING METHOD	DUE DATE	TERMS
Invoice includes a 4% renewal rate increase and is due on or before beginning term date. Subsequent license and support will be billed annually per contract terms.			1/26/2025	Special

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
License and Support	Poll Pad - Annual Software License and Support Renewal	1	\$54,725.0000	\$54,725.00

SUBTOTAL	\$54,725.00
SPECIAL DISCOUNT	
TAX TOTAL	\$0.00
TOTAL	\$54,725.00
AMOUNT PAID	\$0.00
AMOUNT DUE	\$54,725.00



P.O. Box 80649
Austin, TX 78708-0649
Phone: (800) 223-4278
AccountsReivable@hartic.com

INVOICE

DATE: 10/28/2024

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REMITTANCE DETAILS:

Regular Mail Remittance Address:

Hart InterCivic, Inc.
P.O. Box 674836
Dallas, Texas 75267-4836

ACH / Wire Information:

Hart InterCivic, Inc.
Bank Name: Texas Capital Bank
2000 McKinney Ave., Dallas, TX 75201
Routing Number: 111017979
Account Number: 2400000506

Federal Tax ID #:

95-3248916



**KNOWiNK's Poll Pad Annual Software License and Support
(12504260) for El Paso County Elections Department**

Hart InterCivic, Inc. Austin, TX		
Description	QTY	Price
KNOWiNK's Poll Pad Annual Software License and Support Renewal	1	\$54,725.00
Grand Total		\$54,725.00

Will

Approved By (Signature)

Lisa Wise

Approved By (Print)

4/1/25

Date