



**ALBANY COUNTY  
BOARD OF ELECTIONS**  
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*Commissioners*  
RACHEL L. BLEDI  
KATHLEEN A. DONOVAN

*Deputy Commissioners*  
MELISSA KERMANI  
DAVID CADY

### **MEMO**

TO: Andrew Joyce, Chairman of the Legislature  
Dennis Feeney, Majority Leader  
Frank Mauriello, Minority Leader  
Dave Reilly, Commissioner of Management & Budget  
Sameer Modasra, Budget Analyst

FROM: Rachel Bledi, Board of Elections Republican Commissioner  
Kathleen Donovan, Board of Elections Democratic Commissioner

RE: Technology, Innovation and Election Resource (TIER) Grant Program,

DATE: 08/31/2023

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Please be advised that the Albany County Board of Elections is seeking approval for a contract amendment for the Technology, Innovation and Election Resource (TIER) Grant Program, which had its term extended from 01/27/2023 to 03/31/2024. We also received an additional \$238,619.74 in state funding and request approval to utilize those funds to purchase 60 additional ballot on demand systems from Knowink, the sole source vendor of the ballot on demand system.

Annexed hereto is the copy of the grant. If you have any questions, please feel free to contact us.

INCREASE: A-1450-22900, Election Equipment, \$238,619.74  
INCREASE: A-1450-03222, Tech Innovation Election Res, \$238,619.74

## REQUEST FOR LEGISLATIVE ACTION

..title

Contract Authorization for Expenditures by Board of Elections

..body

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Date:	08/31/2023
Submitted By:	Rachel Bledi and Kathleen Donovan
Department:	Board of Elections
Title:	Commissioners of Elections
Phone:	518-487-5070
Department Rep.	
Attending Meeting:	Rachel Bledi and Kathleen Donovan

### Purpose of Request:

- ☐ Adopting of Local Law
- ☐ Amendment of Prior Legislation
- ☐ Approval/Adoption of Plan/Procedure
- ☐ Bond Approval
- ☒ Budget Amendment
- ☒ Contract Authorization
- ☐ Countywide Services
- ☐ Environmental Impact/SEQR
- ☐ Home Rule Request
- ☐ Property Conveyance
- ☐ Other: (state if not listed) \_\_\_\_\_

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### **CONCERNING BUDGET AMENDMENTS**

#### **Increase/decrease category (choose all that apply):**

- ☒ Contractual
- ☒ Equipment
- ☐ Fringe
- ☐ Personnel
- ☐ Personnel Non-Individual
- ☐ Revenue

Increase Account/Line No.:

Source of Funds:

A145-22900 Election Equipment

Title Change:

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### **CONCERNING CONTRACT AUTHORIZATIONS**

**Type of Contract:**

- ☒ Change Order/Contract Amendment  
☒ Purchase (Equipment/Supplies)  
☐ Lease (Equipment/Supplies)  
☐ Requirements  
☐ Professional Services  
☐ Education/Training  
☒ Grant

Submission Date Deadline 3/31/2024

- ☐ Settlement of a Claim  
☐ Release of Liability  
☐ Other: (state if not listed) \_\_\_\_\_

**Contract Terms/Conditions:**

Party (Name/address): Knowink  
2111 Olive St, St. Louis MO 63103

Additional Parties (Names/addresses):

Amount/Raise Schedule/Fee: \$238,619.74

Scope of Services: The Albany County Board of Elections is seeking approval for a contract amendment for the Technology, Innovation and Election Resource (TIER) Grant Program, which had its term extended from 01/27/2023 to 03/31/2024. We also received an additional \$238,619.74 in state funding and request approval to utilize those funds to purchase 60 additional ballot on demand systems from Knowink, the sole source vendor of the ballot on demand system.

Bond Res. No.:  
Date of Adoption:

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**CONCERNING ALL REQUESTS**

Mandated Program/Service: Yes ☒ No ☐  
If Mandated Cite Authority: Election Law mandates the use of election equipment to conduct elections.

Is there a Fiscal Impact: Yes ☒ No ☐  
Anticipated in Current Budget: Yes ☐ No ☒

**County Budget Accounts:**

Revenue Account and Line: A1450--03222  
Revenue Amount: \$238,619.74

Appropriation Account and Line: A1450-22900  
Appropriation Amount: \$238, 619.74

Source of Funding – (Percentages)

Federal:  
State: 100%  
County:  
Local:

Term

Term: (Start and end date) 04/07/2021 – 03/31/2024  
Length of Contract: 2 years and 11 months

Impact on Pending Litigation Yes ☐ No ☒

If yes, explain:

Previous requests for Identical or Similar Action:

Resolution/Law Number:

Date of Adoption:

**Justification:** (state briefly why legislative action is requested)

The total amount to be expended is \$238,619.74 fully reimbursable by the state under the Technology, Innovation and Election Resource (TEIR) Grant Program. The amount and contractual approval falls under the purview of the County Legislature.

Budget Amendment

APPROPRIATIONS					
ACCOUNT NO.	RESOLUTION DESCRIPTION	INCREASE	DECREASE	UNIT COST	DEPARTMENT NAME
A9 1450 22900	Election Equipment	238,620		238,620	Board of Elections
TOTAL APPROPRIATIONS		238,620.00	0.00		
ESTIMATED REVENUES					
ACCOUNT NO.	RESOLUTION DESCRIPTION	DECREASE	INCREASE	UNIT COST	DEPARTMENT NAME
A3 1450 032222	Tech Innovation & Election Res		238,620	238,620	Board of Elections
TOTAL ESTIMATED REVENUES		0.00	238,620.00		
GRAND TOTALS		238,620.00	238,620.00		

# STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE

STATE AGENCY (Name & Address):  New York State Board of Elections 40 North Pearl Street, Suite 5 Albany, NY 12207	BUSINESS UNIT/DEPT. ID: BOE01/1110000 CONTRACT NUMBER: BOE01 - C004344 - 1110000 CONTRACT TYPE: <div style="margin-left: 20px;"> <input type="checkbox"/> Multi-Year Agreement  <input type="checkbox"/> Simplified Renewal Agreement  <input checked="" type="checkbox"/> Fixed Term Agreement         </div>
CONTRACTOR SFS PAYEE NAME:  Albany County	TRANSACTION TYPE: <div style="margin-left: 20px;"> <input type="checkbox"/> New  <input type="checkbox"/> Renewal  <input checked="" type="checkbox"/> Amendment         </div>
CONTRACTOR DOS INCORPORATED NAME:  N/A	PROJECT NAME:  Technology Innovation and Election Resource (TIER) Grant Program
CONTRACTOR IDENTIFICATION NUMBERS:  NYS Vendor ID Number: 1000002428 Federal Tax ID Number: 14-6002563 DUNS Number (if applicable):	AGENCY IDENTIFIER:  N/A   CFDA NUMBER (Federally Funded Grants Only):  N/A
CONTRACTOR PRIMARY MAILING ADDRESS:  260 South Pearl Street Albany NY 12202  CONTRACTOR PAYMENT ADDRESS: <input type="checkbox"/> Check if same as primary mailing address   CONTRACT MAILING ADDRESS: <input type="checkbox"/> Check if same as primary mailing address	CONTRACTOR STATUS:  <div style="margin-left: 20px;"> <input type="checkbox"/> For Profit  <input checked="" type="checkbox"/> Municipality, Code:  <input type="checkbox"/> Tribal Nation  <input type="checkbox"/> Individual  <input type="checkbox"/> Not-for-Profit         </div> Charities Registration Number: N/A  Exemption Status/Code: N/A  <div style="margin-left: 20px;"> <input type="checkbox"/> Sectarian Entity         </div>

Contract Number: # BOE01 - C004344 - 1110000

# STATE OF NEW YORK MASTER CONTRACT FOR GRANTS FACE PAGE

## CURRENT CONTRACT TERM:

From: 04/07/2021 To: 01/27/2023

## CURRENT CONTRACT PERIOD:

From: 04/07/2021 To: 01/27/2023

## AMENDED TERM:

From: 04/07/2021 To: 03/31/2024

## AMENDED PERIOD:

From: 04/07/2021 To: 03/31/2024

## CONTRACT FUNDING AMOUNT

(*Multi-year* - enter total projected amount of the contract; *Fixed Term/Simplified Renewal* - enter current period amount):

CURRENT: \$314,454.61

AMENDED:\$553,074.35

## FUNDING SOURCE(S)

- ☒ State  
☐ Federal  
☐ Other

*FOR MULTI-YEAR AGREEMENTS ONLY* - CONTRACT PERIOD AND FUNDING AMOUNT:  
(Out years represent projected funding amounts)

#	CURRENT PERIOD	CURRENT AMOUNT	AMENDED PERIOD	AMENDED AMOUNT
1				
2				
3				
4				
5				

## ATTACHMENTS PART OF THIS AGREEMENT:

- ☒ Attachment A: ☒ 1 Program Specific Terms and Conditions  
☐ A-2 Federally Funded Grants
- ☒ Attachment B: ☒ B-1 Expenditure Based Budget  
☐ B-2 Performance Based Budget  
☐ B-3 Capital Budget  
☐ B-1(A) Expenditure Based Budget (Amendment)  
☐ B-2(A) Performance Based Budget (Amendment)  
☐ B-3(A) Capital Budget (Amendment)
- ☒ Attachment C: Work Plan  
☒ Attachment D: Payment and Reporting Schedule  
☒ Other: Attachment E: Funding Schedule

Contract Number: # BOE01 - C004344 - 1110000

Page 2 of 2

Master Grant Contract, Face Page

IN WITNESS THEREOF, the parties hereto have executed or approved this Master Contract on the dates below their signatures.

CONTRACTOR:

Albany County

By: \_\_\_\_\_

Printed Name

Title: \_\_\_\_\_

Date: \_\_\_\_\_

STATE AGENCY: NYS Board of Elections

By: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name

Title: \_\_\_\_\_

Date: \_\_\_\_\_

STATE OF NEW YORK

County of \_\_\_\_\_

On the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me personally appeared \_\_\_\_\_, to me known, who being by me duly sworn, did depose and say that he/she resides at \_\_\_\_\_, that he/she is the \_\_\_\_\_ of the \_\_\_\_\_, the contractor described herein which executed the foregoing instrument; and that he/she signed his/her name thereto as authorized by the contractor named on the face page of this Master Contract.

(Notary) \_\_\_\_\_

ATTORNEY GENERAL'S SIGNATURE

\_\_\_\_\_

Printed Name

Title: \_\_\_\_\_

Date: \_\_\_\_\_

STATE COMPTROLLER'S SIGNATURE

\_\_\_\_\_

Printed Name

Title: \_\_\_\_\_

Date: \_\_\_\_\_