



LOS ANGELES COUNTY REGISTRAR-RECORDER/COUNTY CLERK

DEAN C. LOGAN

Registrar-Recorder/County Clerk

June 17, 2025

TO: Supervisor Kathryn Barger, Chair
Supervisor Lindsey P. Horvath
Supervisor Hilda L. Solis
Supervisor Holly J. Mitchell
Supervisor Janice Hahn

FROM: Dean C. Logan *Dean C. Logan*
Registrar-Recorder/County Clerk

NOTIFICATION OF REQUEST TO AMEND THE ENTERPRISE SERVICES MASTER AGREEMENT (ESMA) WO E2-235 FOR REGISTRAR – RECORDER /COUNTY CLERK - ELECTION MANAGEMENT SYSTEM (EMS) INFRASTRUCTURE SUPPORT

This is to inform your Board of the Registrar-Recorder/County Clerk's (RR/CC) intent to request the Internal Services Department (ISD) Enterprise Services Master Agreement (ESMA) Work Order (WO) E2-235 with IMPEX Technologies, Inc. The proposed amendment seeks to increase the WO's maximum amount by \$550,000, raising the total from \$1,690,000 to \$2,340,000. The additional funds are crucial to address the challenges posed in the development and on-going support of RR/CC's mission critical Election Management System (EMS), which is the bridge between RR/CC's voter registration and election management systems, Joint Enterprise Development Infrastructure (JEDI), ePulse voter verification solution, GIS, PollChief and other election support systems. The amendment is due to additional development required to enhance automation and report out in various reports by IMPEX Technologies, Inc. The budget increase will be covered by existing RR/CC funds for the current year. As stipulated by the ESMA guidelines, any WO exceeding \$500,000 requires prior notice to the Board.

BACKGROUND

In 2009, the Registrar-Recorder/County Clerk (RR/CC) initiated a new Voting System to modernize its voting systems infrastructure using an open, transparent, data-driven process that fully engages the public. This was finally completed and fully deployed for first-time use in both the 2020 Primary Election and November 2020 General Election. In addition, RR/CC will continue to conduct elections throughout the years to come and henceforth for all of Los Angeles County.

The RR/CC maintains a high-availability environment which includes network administration and monitoring, storage management, complex operating systems, server administration, network security, and comprehensive backup and restore solutions. The work on the data

center infrastructure will be comprised of Cisco equipment, VMware, HP servers, and storage arrays. There is legacy data center equipment that has reached end-of-life and the migration to a new platform will require a network, storage, and VMware server expertise to design, configure, implement, and migrate to a new server platform.

Elections required the deployment of various air-gapped environments, which, in turn, required deploying election security infrastructures to protect individual election systems air-gapped. This also will protect from both internal and external threats, malware, intrusions, etc. These measures are in support of recommendations from the Department of Homeland Security (DHS) and Cybersecurity and Infrastructure Security Agency (CISA) that has deemed election systems critical infrastructure by DHS.

RR/CC aims to achieve the following:

- Establish a reliable and secure technological foundation to support the Election Management System (EMS). By ensuring that the hardware, software, and network infrastructure are properly configured and optimized, this project will contribute to the overall efficiency, scalability, and security of the EMS, providing a robust platform to manage elections effectively.
- Develop and document a business structure and requirements that reflect industry standards and best practices for Networks, Applications, Hardware & System Services, that can effectively manage risk through an optimal ballot marking devices, ballot management systems, and election security infrastructure systems, protecting and safeguarding the confidentiality and integrity of County and Citizen data/information.
- Document County use cases and conduct gap analysis, including security configurations and requirements verification to develop processes and responses/resolutions for each use case that align with industry best practices.
- Provide a plan for reporting and continuous monitoring and management of network migrations, BMG\BMD, and ESISA networks, applications, hardware, and system.
- Provide post-implementation testing and validation services including, but not limited to, testing to identify and assess risks/vulnerabilities, support services to assess maturity to ensure that RR/CC effectively manages risks and meets the security reporting requirements of the County after deployment.

On January 21, 2025, WO Amendment Two (2) was executed, which increased WO maximum amount by \$540,000, raising the total from \$1,150,000 to \$1,690,000. This increase in funding was necessary to support the completion of several critical infrastructure and security deliverables for Infrastructure Assessment, Implementation of Data Backup and Recovery Systems, Security Enhancements for VSAP 3.0 to 4.0 Transition, Disaster Recovery and Continuity Planning, and Comprehensive Infrastructure Documentation.

SCOPE OF WORK

Under this WO Amendment Three (3), Los Angeles County Registrar-Recorder/County Clerk (RR/CC) seeks to obtain Technical Consulting Services for Networks, Applications, Hardware & System Services.

- **Infrastructure Assessment:** Conduct a comprehensive assessment of the existing infrastructure to identify gaps, capacity limitations, and potential areas for improvement.
- **Hardware Procurement:** Identify and procure the necessary server hardware, storage devices, networking equipment, and peripherals required to support the EMS.
- **Software Procurement:** Identify and recommend the required operating systems, database management systems, security software, and other essential software components.
- **Infrastructure Setup:** Configure and set up the server infrastructure, including installation and configuration of operating systems, databases, and other necessary software components.
- **Network Design and Implementation:** Design and implement a secure and scalable network infrastructure to facilitate data transfer between EMS components, polling stations, and election officials.
- **Data Backup and Recovery:** Establish a robust backup and recovery mechanism to ensure the integrity and availability of election data, including regular backups and off-site storage.
- **Security Measures:** Implement comprehensive security measures, including firewalls, intrusion.
- **Detection and prevention systems, encryption mechanisms, and access control policies,** to safeguard the EMS infrastructure and data.
- **Scalability and Redundancy:** Design the infrastructure to be scalable, allowing for future expansion and accommodating increased data and user loads during peak election periods. Implement redundancy measures to ensure high availability and minimal downtime.
- **Performance Testing:** Conduct thorough performance testing to assess the capacity and response time of the EMS infrastructure, identifying and resolving any bottlenecks or performance issues.
- **Documentation and Training:** Document the infrastructure setup, configuration, and maintenance procedures. Provide training to IT staff and election officials on the operation and maintenance of the EMS infrastructure.

JUSTIFICATION

The total amount requested in the statement of work is essential to ensure the successful delivery of all project objectives. The detailed cost breakdown itemizing individual amounts represents a thorough evaluation of the resources required for each project phase. Additionally, the maximum payment of \$1,690,000.00, along with the supplementary allocation of \$550,000.00, is critical to accommodate unforeseen expenses and additional deliverables. This funding ensures the project remains on track and achieves its goals without financial limitations.

This budget allocation is essential to uphold the high standards of quality and efficiency expected of our work. It will ensure the effective development of key deliverables and the integration of advanced technologies that are crucial to the project's success. By approving this request, the executive board will be making a strategic investment in a strong foundation that promotes innovation, excellence, and long-term value for our organization.

We respectfully ask for your consideration and approval of this funding request to facilitate the timely and effective execution of our strategic goals.

FINAL IMPACT

WO E2-235 Amendment Three (3) will increase the overall project amount by \$550,000 for a total of \$2,340,000. This amendment is funded by existing Net County Cost funding within Fiscal Year 2024-25.

CONCLUSION

Consistent with ESMA policies and procedures, we are informing the Board of our intent to proceed with this WO E2-235 Amendment Three (3). If no objection is received from your Board in ten (10) business days upon receipt of this Board notification, RR/CC will proceed with this amendment according to County policy.

If you have any questions or need additional information, please contact me at (562) 462-2716 or email dlogan@rrcc.lacounty.gov. Your staff may also contact Jennifer Storm, Division Manager, at (562) 888-4312 or by email at jstorm@rrcc.lacounty.gov.

DCL:JJ: JS

c: Chief Executive Office
County Counsel
Executive Office, Board of Supervisors
Chief Information Office
Internal Services Department