



LOS ANGELES COUNTY REGISTRAR-RECORDER/COUNTY CLERK

DEAN C. LOGAN

Registrar-Recorder/County Clerk

November 14, 2023

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

Fesia Davenport, Chief Executive Officer

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

NOTICE OF INTENT TO ISSUE WORK ORDER E2-235 UNDER THE ENTERPRISE SERVICES MASTER AGREEMENT (ESMA) FOR ELECTION MANAGEMENT SYSTEM (EMS) INFRASTRUCTURE SUPPORT

This is to advise your Board of our intent to request the Internal Services Department (ISD) to execute Enterprise Services Master Agreement (ESMA) Work Order (WO) E2-235 with Impex Technologies, Inc. (Impex) in the amount of \$1,150,000.00, for Election Management System (EMS) Infrastructure Support. In accordance with the ESMA guidelines, prior Board notice is required on Work Orders exceeding \$500,000.

BACKGROUND

In 2009, the 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 restores 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, necessitated 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 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 and 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, Ballot Marking Devices (BMDs)/BMD-Manager (BMG), 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.

SCOPE OF WORK

RR/CC seeks to obtain technical consulting services for networks, applications, hardware and 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 infrastructure,

storage devices configuration, networking equipment, and peripherals required to support the Elections infrastructure.

- **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.

SELECTION PROCESS

On September 14, 2023, the ESMA Work Order Solicitation E2-235 was released by ISD to two (2) qualified contractors on ISD's ESMA category 4k: Network, Application, Hardware, and Systems Services. On October 12, 2023, ISD received a proposal from two (2) vendors, Impex Technologies, Inc. and Enterprise Systems Solutions, Corp. DBA LA Networks Services. The proposals were reviewed by a committee consisting of independent evaluators for responsiveness and compliance with the minimum requirement criteria as stated in the solicitation. They determined that Impex's proposal was the best qualified bidder for this solicitation and recommends an award of this Work

Order.

JUSTIFICATION

The RR/CC requires management of storage, network, operating systems supporting VSAP environments. This includes the newly developed components like BMDs, BMG, VSAP Tally system, VSAP-Ballot Layout system and the new infrastructures implemented as part of VSAP initiative. These critical systems need operational management as part of ongoing maintenance of the new infrastructure. This project aims to optimize the new infrastructure, upgrade (as needed) and document very complex configurations of network and storage.

FISCAL IMPACT

Funding for this initiative is part of the RR/CC Fiscal Year 2023-2024 approved budget. For Fiscal Year 2023-2024, there will be no additional Net County Cost required.

NOTIFICATION TIMELINE

Consistent with ESMA policies and procedures, we are informing the Board of RR/CC intent to award ESMA WO E2-235 to Impex. Unless otherwise instructed by your Board, ISD will proceed with the execution of Work Order E2-235 in 10 business days.

If you have any questions or need additional information, please contact me at (562) 462-2716 or dlogan@rrcc.lacounty.gov. Your staff may also contact Aman Bhullar, Assistant Registrar-Recorder/County Clerk, at abhullar@rrcc.lacounty.gov.

DCL:JG:AB

c: Chief Executive Office
Executive Officer, Board of Supervisors
County Counsel