



COUNTY OF HUMBOLDT

For the meeting of: 3/24/2026

File #: 26-121

To: Board of Supervisors

From: Clerk/Recorder

Agenda Section: Consent

Vote Requirement: 4/5th

SUBJECT:

Approve Appropriation Transfer for the Elections Budget (1100140) in the amount of \$257,850 and Approve and Authorize the Agreement with Provista for the ViBE Election Information Management System (4/5 Vote Required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve and authorize entry into an agreement with Provista for the ViBE Election Information Management System; and
2. Authorize the Registrar of Voters, or a designee thereof, to execute the purchase agreement, and any amendments and/or change orders to the purchase agreement that do not exceed a cumulative amount of \$50,000, subject to review by County Counsel, Risk Management and the County Administrative Office; and
3. Approve the attached Appropriation Transfer in the amount of \$257,850 in Elections budget (1100140). (4/5 Vote Required)

STRATEGIC PLAN:

This action supports the following areas of your Board's Strategic Plan.

Area of Focus: Core Services/Other

Strategic Plan Category: 9999 - Core Services/Other

DISCUSSION:

This item authorizes the Office of Elections to transition its Election Information Management System (EIMS) from the current vendor, DFM and Associates, to Provista's ViBE Election Information Management System. The EIMS is a mission-critical platform that supports election administration workflows, reporting, staff operations, and Vote Center readiness. Reliable and modern election systems are necessary to carry out the county's legally required election responsibilities.

The EIMS vendor market is highly specialized, with only three primary vendors serving California jurisdictions: DFM and Associates, Provista, and Runbeck Election Services (DIMS.net). Humboldt County previously utilized DIMS before transitioning to DFM. The current contract with DFM is approaching its renewal period in June 2026, providing a planned opportunity to evaluate whether the existing system continues to meet operational, training, and fiscal needs.

Following this evaluation, the Clerk-Recorder, Registrar of Voters determined that Provista's ViBE Election Information Management System best aligns with the Office of Elections' current and future requirements. ViBE offers a more modern system architecture, improved workflow design, and enhanced reporting and automation capabilities. These improvements reduce reliance on manual and outdated procedures, improve internal efficiency, and support more consistent operations across election cycles.

A primary benefit of this transition is the reduction of training burdens for Vote Center Workers. Each election cycle requires

onboarding a large, temporary workforce, and complex systems increase training time and the potential for operational delays. Simplified workflows and clearer system navigation are expected to improve Vote Center efficiency, reduce voter wait times, and enhance the overall voter experience while also improving staff onboarding and retention.

The transition to Provista represents an initial increase in annual service costs of \$29,760.20 over the prior fiscal year. This increase must be considered in the context of long-term cost stability and budget protection. Under the current vendor, annual price increases have been volatile, averaging 7.04% over the last three years and most recently increasing by 10.23%, significantly exceeding the Consumer Price Index (CPI). By contrast, Provista's contract caps annual increases at the lesser of 3% or the CPI, providing predictable long-term budgeting certainty and protecting the county from future cost escalation.

In addition to stabilized ongoing costs, the FY 2025-26 budget includes approximately \$155,000 in one-time implementation costs associated with transitioning to the new system. These costs are reflected in the appropriation transfer included in this Board item and support the infrastructure necessary to modernize election operations.

Approval of this item will allow the Office of Elections to implement a modern, efficient, and stable Election Information Management System prior to upcoming election cycles, reduce operational risk, improve service delivery to voters, and ensure continuity of critical election functions countywide.

SOURCE OF FUNDING:

1100140-2123

FINANCIAL IMPACT:

<u>Expenditures (1100140)</u>	<u>FY25-26</u>	<u>FY26-27 Projected*</u>	<u>FY27-28 Projected*</u>
<u>Budgeted Expenses</u>	<u>257,850.00</u>	<u>113,145.50</u>	<u>116,539.87</u>
<u>Additional Appropriation Requested</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<u>Total Expenditures</u>	<u>257,850.00</u>	<u>113,145.50</u>	<u>116,539.87</u>

**Projected amounts are estimates and are subject to change.*

<u>Funding Sources (1100,140)</u>	<u>FY25-26</u>	<u>FY26-27 Projected*</u>	<u>FY27-28 Projected*</u>
<u>General Fund</u>	<u>0.00</u>	<u>113,145.50</u>	<u>116,539.87</u>
<u>State/Federal Funds</u>	<u>257,850.00</u>	<u>0.00</u>	<u>0.00</u>
<u>Fees/Other</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<u>Use of Fund Balance</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<u>Contingencies</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<u>Total Funding Sources</u>	<u>257,850.00</u>	<u>113,145.50</u>	<u>116,539.87</u>

**Projected amounts are estimates and are subject to change.*

Narrative Explanation of Financial Impact:

The Election budget has sufficient appropriations in 1100140-2123 for fiscal year (FY) 2025-26, to execute the purchase agreement with Provista, including one-time implementation and transition costs. Sufficient funds of \$148,000 in one-time costs and annual maintenance and support fees of \$109,850 are included in the FY 2025-26 budget and included in the attached Appropriation Transfer.

Ongoing annual service costs for the Provista ViBE Election Information Management System will be incorporated into the Election's budget, 1100140, for FY 2026-27 and future fiscal years. While annual service costs increase compared to the prior vendor, Provista's contract caps annual increases at the lesser of 3% or the CPI, providing predictable long-term cost control.

Funding for both one-time and ongoing costs is supported through existing Elections Office appropriations, including General Fund support and applicable state and federal election funding. No additional General Fund contribution or personnel costs are requested

as part of this action.

STAFFING IMPACT:

Narrative Explanation of Staffing Impact:

No additional positions are requested and there are no changes to authorized Full-Time Equivalent (FTE) levels or Position Control Numbers associated with this action. Training for Elections Office staff on the new Election Information Management System is included in the purchase agreement.

OTHER AGENCY INVOLVEMENT:

County Counsel

County Administrative Office - Purchasing

County Administrative Office - IT

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to approve the purchase of the Provista ViBE Election Information Management System. However, this is not recommended, as the Office of Elections would continue to operate under the existing vendor contract and associated system limitations, including higher long-term cost volatility, less efficient workflows, and greater training and staffing burdens.

ATTACHMENTS:

1. Provista Purchase Agreement - ViBE EMS Master Agreement
2. Provista Purchase Agreement - Schedule A Pricing and Fees - Humboldt
3. County of Humboldt - Request for Budget Transfer/Adjustment

PREVIOUS ACTION/REFERRAL:

Meeting of: N/A

File No.: N/A