



MEMORANDUM

TO: The Honorable Peter Sakai, County Judge
David L. Smith, County Manager

FROM: Thomas Guevara, Deputy County Manager

DATE: February 9, 2026

RE: Agenda Process, Late Filed Items: Exceptions; for February 17, 2026 regarding a
Voter Registration and Elections Management System Agreement

Agenda Policy 1.2 allows for late filed Agenda Coordination Forms to be submitted for the Commissioners Court consideration as necessary to the health, safety or welfare of citizens.

Bexar County and VR Systems (“VRS”) engaged in negotiations for the procurement and installation of a voter focus, voter registration and elections management package. Terms and conditions between Parties were accepted after the agenda coordination deadline. Counties are responsible for conducting elections for all levels of government --- local, state and federal. More importantly, counties are responsible for ensuring the democratic process, from voter registration to making sure a person vote counts, is administered at an optimal level for the benefit of its citizens. Staff respectfully requests consideration of this late-filed item for court’s consideration during its February 17th court meeting. If approved, VRS and Bexar County will work towards completing an installation date in time for the November 2026 elections.

COUNTY OF BEXAR

By:


Peter Sakai
County Judge

OFFICE OF THE COUNTY MANAGER

By:


David L. Smith
County Manager



Item Number: _____
(for Comm Ct use only)

AGENDA COORDINATION FORM

Bexar County Commissioners Court

Head Office of the County Manager

FEB 19 '26 AM 11:25

revised CG

Type of Agenda Item (Choose one): Ceremonial <input type="checkbox"/>				Special Presentation <input type="checkbox"/>	Time Certain <input type="checkbox"/>	Consent <input type="checkbox"/>	Individual <input checked="" type="checkbox"/>
Sponsoring Office/Department: <u>County Manager's Office</u>		Recipient Agency/Individual Name: _____					
Contact Person: <u>Thomas Guevara</u>		Phone Number: _____		Court Date Requested: <u>2/17/26</u>			
Presenter: <u>Thomas Guevara</u>		Phone Number: _____		Deadline for Action: <u>2/17/26</u>			
Audio/Visual Presentation: Y <input type="checkbox"/> N <input type="checkbox"/>		PowerPoint? Y <input checked="" type="checkbox"/> N <input type="checkbox"/>		ADA Assistance Required (type): _____ N/A			
Official/Department Head Signature: 		Small Business Enterprise/Local Business Enterprise (SBE/LOBE) Impact: Y <input type="checkbox"/> N <input type="checkbox"/>					

CAPTION:

Discussion and appropriate action regarding a request to approve a Voter Registration and Elections Management System Agreement between Bexar County and VR Systems, Inc. for a voter focus, voter registration, and elections management system software package and appropriate budget transfer.

ESTIMATED PRESENTATION TIME: 10 minutes

BACKGROUND:

On September 2, 2025, Commissioners Court authorized county staff to negotiate an agreement with VR Systems, Inc. ("VRS") for implementation of a voter registration system for the county. VRS' voter registration and election management software package includes mail ballot processing, document image scanning and retrieval, reports, voter management and list maintenance, voter registration and voting history processing. Also included are geographic information and the ability to import and export voter data to and from Texas Secretary of State's TEAM Voter Registration System as required by the State for offline counties.

VRS will provide user training and onsite go-live support. VRS will also provide support availability to the county in the case of systems or business impacts with defined response and resolutions. These obligations will not apply to outages caused by County-controlled infrastructure or third-party systems. Within 30 days upon approval of the agreement, both the County and VRS will jointly develop a Project Management Plan with detailed tasks to be performed, responsibility for the completion of each task and appropriate deadlines. The estimated time for implementation is approximately 4 – 5 months.

The total initial fee is \$1,538,936. The estimated annual fee for the second year is \$251,971 for Maintenance and Support. VRS shall have the option to increase said fee by not more than 6% of the prior year's annual fee.

RECOMMENDED MOTION:

Approval of a Voter Registration and Elections Management System Agreement between Bexar County and VR Systems, Inc. for a voter focus, voter registration, and elections management system software package in the amount not to exceed \$2,057,996.26 to include the appropriate budgetary transfer.

FISCAL ASSESSMENT: APPLICABLE Yes No Fiscal Note

1	Is this a revenue or expense?	Revenue <input type="checkbox"/>	Expense <input checked="" type="checkbox"/>
2	Dollar amount of revenue or expense associated with item?	\$1,538,936	
3	Is this a budgeted revenue or expense?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
4	Does this item require additional staff?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
5	Will this increase your current budget?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
6	Impact on future Budget? If Yes, Explain in Comments.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
7	Current End-of-Year Expenditure Estimate-for impacted Object Code(s)?	\$1,538,936	
8	If an expense, what is the current Object Code budget amount?	\$0	
9	If an expense, are sufficient funds currently budgeted in the Object Code?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
10	If an expense, are sufficient funds currently budgeted in the Appropriation Unit?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
11	List impacted offices or departments or note if countywide:	Elections Department	
12	Fund number:	100: General Fund	
13	Org number and Agency Code:	1100: Elections Department	
14	Object Code number:	54045: Computer Hardware & Software	
15	If this is a grant, what is the estimated amount of program income?		
16	If this is a grant, what is the amount of Grantor funding?		
17	If this is a grant, what is the required County cash match?		
18	If this is a grant, what is the required County in-kind/allocation match?		
19	If this is a grant, was item approved by the Grant Review Committee?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
20	<p>Comments: This item is budgeted within Non-Departmental contingent upon implementation of the new voter registration system. A budgetary transfer is attached to this item to provide sufficient funding within the Elections General Fund.</p> <p>This purchase will have an annual fee of \$251,971 for Year 2 and \$267,089 (a 6% increase) in Year 3 for maintenance and support.</p>		
21	Coordinated by: <u>THOMAS GUEVARA</u>	Verified By: <u>Christina Mendoza (2/14/2025)</u>	

Bexar County REQUEST FOR BUDGET TRANSFER

Initiating Department: Elections

Request Number: BT26-37

Justification for Transfer: This budgetary transfer will reallocate \$1,538,936 from the Non-Departmental General Fund budget to the Elections General Fund budget within their Capital Appropriation to fund a new voter registration system.

The software package integrates with the Texas Secretary of State's TEAM software to provide functionality not provided by the state's software. The VR Systems, Inc. software package will manage voter registration information provided by voters on application forms, absentee ballot request forms, and information provided by TEAM.

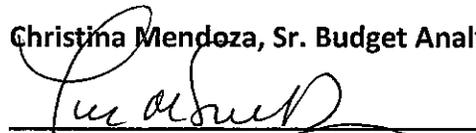
During the budget process, there was discussion about integrating a new voter registration system in response to the bankruptcy of the former voter registration software provider, Votec. Funding was budgeted in contingencies within the Non-Departmental General Fund budget in anticipation of the new software. Sufficient funding exists for this transfer.

	FROM:	FUND	100	General Fund	
Office/ Department	Accounting Unit	Account	Revised Budget	Account Description	Transfer Amount
Non-Departmental	9999	99935	\$43,260,126	Contingency Expense Stabilization	\$1,538,936
				TOTAL:	\$1,538,936
	TO:	FUND	100	General Fund	
Office/ Department	Accounting Unit	Account	Revised Budget	Description	Transfer Amount
Elections Department	1100	54045	\$1,538,936	Computer Hardware & Software	\$1,538,936
				TOTAL:	\$1,538,936

COMPLETED BY:

Christina Mendoza, Sr. Budget Analyst

MANAGEMENT'S SIGNATURE:



COMMISSIONERS COURT DATE:

February 17, 2026

BEXAR COUNTY TX

COUNTY MANAGER

VOTER REGISTRATION AND ELECTIONS MANAGEMENT SYSTEM



Date: 2-17-2026

Background

- Commissioners Court authorized staff to negotiate an agreement for a Voter Registration & Elections Management System with VR Systems, Inc. (“VRS”).
- VRS provides a voter focus, voter registration, and elections management system software package.
- Software Features includes:
 - Election Setup & Management
 - Ballot Style Setup & Assignment
 - Reports
 - GIS Information
 - Voting History Processing
 - Mail Ballot Processing
 - Document Image Scanning
 - Help Module
 - Petition Management
 - Voter Registration
 - Voter Management & List Maintenance
 - Ability to import & export voter data to and from the Texas Secretary of State’s TEAM Voter Registration System

Statement of Work

- County and VRS will jointly develop a Project Management Plan within first 30 days, to include:
 - VRS Assigned Project Manager;
 - System Configuration;
 - Implementation;
 - Staff Training; and
 - Delivery of System, Testing and Acceptance

Service Level Agreement



- Defined Maintenance & Support Services
- Interoperability with Texas Secretary of State statewide voter registration system
 - * Recognizes VRS is not responsible for failures, delays, degradation, or unavailability caused by SOS statewide voter registration system
- Defined Severity Levels and Response & Resolutions

Term & Fees

- Year 1: \$1,538,936 Initial Fee for implementation, licensing and interfaces
- Year 2: \$251,971 renewal fee for maintenance & support
- Year 3: Increase option by not more than 6%

Recommendation



- Approval of a Voter Registration and Elections Management System Agreement between Bexar County and VR Systems, Inc. for a voter focus, voter registration, and elections management system software package in an amount not to exceed \$2,057,996.26 and to include the appropriate budgetary transfer.

