

BOARD OF SUPERVISORS AGENDA ITEM SUMMARY

Requested Board Meeting Date: July 2, 2013

ITEM SUMMARY, JUSTIFICATION and/or SPECIAL CONSIDERATIONS:

Approval of Amendment #2 for Pima County Contract #07-38-P-142907-0710 between the Pima County Board of Supervisors, the Pima County Recorder, and the Pima County School Superintendent to conduct school district elections for the term of July 1, 2013 through June 30, 2014. The first special school district elections will be held at the November 5, 2013 General Election

Contract Number: CT-SS-12*951-03
Effective Date : 7-1-13
Term Date : 6-30-14
Cost : \$150,000.-
Revenue : \$150,000.-
Total : _____ NTE: _____
Action
Renewal By : _____
Term : 6-30-14
Reviewed by: XLB

CONTRACT NUMBER (If applicable): 07-38-P-142907-0710 / #CT-SS-12*951

STAFF RECOMMENDATION(S):

STAFF RECOMMENDS APPROVAL

COB Use Only

BOS Mtg Date: _____

Item No. _____

Procure Dept 06/24/13 PM 1:49

To: CHH- 6-20-13 By RB
COB- 6-24-13
Agenda 7-2-13
Addendum (1)

PIMA COUNTY COST: :\$ 150,000 and/or REVENUE TO PIMA COUNTY:\$ 150,000

FUNDING SOURCE(S): Pima County School Districts
(i.e. General Fund, State Grant Fund, Federal Fund, Stadium Dist. Fund, etc.)

ADVERTISED PUBLIC HEARING: ☐ YES ☒ NO
(NOTICE ATTACHED)

SUPERVISORAL DISTRICT: 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ All ☒

IMPACT:

IF APPROVED:

The Pima County Board of Supervisors and the Pima County School Superintendent will be in compliance with A.R.S. §§ 15-302(A)(7) and 15-302(A)(8).

IF DENIED:

The Pima County Board of Supervisors and the Pima County School Superintendent will be out of compliance with A.R.S. §§ 15-302(A)(7) and 15-302(A)(8) and unable to provide election services mandated by state statute.

DEPARTMENT NAME: Office of the Pima County School Superintendent

CONTACT PERSON: Ricardo Hernández, Chief Financial Officer

TELEPHONE NO.: 724-8451

CONTRACT	
NO. <u>7-SS-1200000 00000 00000 951</u>	
AMENDMENT NO. <u>03</u>	
This number must appear on all invoices, correspondence and documents pertaining to this contract.	

**AMENDMENT TO THE AGREEMENT BETWEEN
THE PIMA COUNTY BOARD OF SUPERVISORS
THE PIMA COUNTY RECORDER AND
THE PIMA COUNTY SCHOOL SUPERINTENDENT
FOR CONDUCTING SCHOOL ELECTIONS**

PIMA COUNTY CONTRACT NO. 07-38-P-142907-0710

AMENDMENT #3

1. BACKGROUND.

- 1.1 Agreement. The Pima County Board of Supervisors ("Board"), the Pima County Recorder ("Recorder"), and the Pima County School Superintendent ("Superintendent") entered into an Agreement on May 4, 2010, for the use of registration rolls and related elections services.
- 1.2 Term of Agreement. The term of the Agreement began on July 1, 2010, and continued through June 30, 2011. The Agreement was amended on June 19, 2012 to extend it through June 30, 2013. The Agreement may be extended for successive one (1) year terms upon written agreement of the parties.
- 1.3 Fees for Services Provided by the Recorder. Sections 2, 3, and 4 of the Agreement outline specific fees associated with the cost of election-related services and voter registration services provided by the Recorder. The fees provided in the Agreement are in accordance with Pima County Ordinance 2011-44.

2. MODIFICATION OF AGREEMENT.

- 2.1 The Superintendent wishes to extend the Agreement with the Board and the Recorder by one (1) year with a new end date of June 30, 2014.
- 2.2 Section 2 of the Agreement, "Duties of the Recorder for Conducting a Polling Place Election," is modified as follows:
 - A. The Recorder shall prepare the official precinct registers and signature rosters for use in school district elections. Three precinct registers and one signature roster, assembled into voting areas, will be delivered to the Elections Department no later than TEN (10) days prior to the date of the election. The precinct register for use by the Early Voting Board shall be delivered no later than 9:00 A.M. the date before each election.

The Recorder shall prepare and deliver a single invoice containing a detailed itemization of all costs to the Pima County School Superintendent no later than

TWENTY-ONE (21) days after the election date and as promptly as reasonably possible for any election occurring within 60 days of the end of the fiscal year.

In addition, the Recorder will provide any of the following services at the request of the Superintendent or designee:

- A. Provisional Ballot verification
- B. Conditional Provisional Ballot verification
- C. Early Ballot processing, including request forms, postage and verification of all Early Ballots requested for the election and delivery of voted Early Ballots to the Early Ballot Board per ballot, plus per name for each Early Ballot Signature Verification.
- D. Permanent Early Voting List (PEVL) Ballots
- E. Replacement Ballots for satellite locations and by mail.

All costs incurred by the Recorder in the performance of duties outlined in Section 2, shall be charged pursuant to Pima County Ordinance 2011-44 to establish fees for election-related services, voter registration data, and recorded document services provided by the Recorder.

2.3 Section 3 of the Agreement, "Duties of the Recorder for Conducting an All-Ballot-By-Mail," is modified as follows:

- A. Provided that the Recorder receives notification in sufficient time prior to the election that a school district wishes to conduct an all-ballot-by-mail election pursuant to A.R.S. § 16-409 and 16-558 et seq, the Recorder shall provide the following services:
 - A. Mailing of ballots to every active voter
 - B. Provision of replacement ballots to satellite locations and by mail
 - C. Conduct Signature Verification
 - D. New Resident Ballots

All costs incurred by the Recorder in the performance of duties outlined in Section 3, shall be charged pursuant to the most recently approved Pima County ordinance to establish fees for election-related services, voter registration data, and recorded document services provided by the Recorder.

2.4 Section 4 of the Agreement, "Recorder Fees Applicable to All Elections," is modified as follows:

- A. Voter registration maintenance fee for each active and inactive voter
- B. If requested, the Recorder will provide Team Voting. The Superintendent will be notified of such request for Team Voting.
- C. Should any school district request election services less than SEVENTY-FIVE (75) days prior to the election, the requesting district shall be charged the additional actual

expenses incurred, including overtime, in order for the Recorder to provide services for a separate concurrent special election for that district.

D. Special Ballot Charges

- For single and multiple pages
- Inserts may be no longer than 8 ½ inches by 4 ½ inches in size. Larger materials maybe used, but must be folded prior to delivery to the Recorder's Office so that the finalize size does not exceed 8 ½ by 4 ½ inches.
- Additional Postage resulting from special ballot inserts: The school district shall be responsible for any additional postage costs resulting from including a special insert.
- All inserts will be printed on 20-pound paper.

E. Mileage charged at actual cost based on Pima County Motor Pool charges.

All costs incurred by the Recorder in the performance of duties outlined in Section 4, shall be charged pursuant to the most recently approved Pima County ordinance to establish fees for election-related services, voter registration data, and recorded document services provided by the Recorder, unless otherwise specifically noted.

3. **REMAINING AGREEMENT TERMS UNCHANGED.** Except as modified as provided in this Amendment, all of the terms and conditions of the Agreement shall remain in full force and effect.
4. **EFFECTIVE DATE.** This Amendment shall be effective as of the date this Amendment is executed by all of the parties hereto.

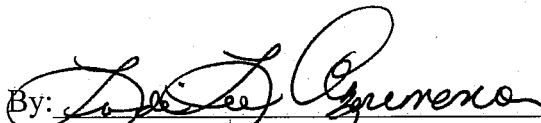
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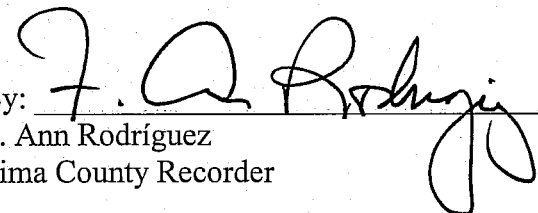
Amendment to the agreement between the Pima County Board of Supervisors,
the Pima County Recorder and the Pima County School Superintendent
for Conducting School District Elections

IN WITNESS WHEREOF, the parties hereby have executed this Agreement on

_____ Day of _____ 2013.

By: _____
Ramón Valadez, Chairman
Pima County Board of Supervisors


By:  _____
Linda Lee Arzoumanian, Ed.D.
Pima County School Superintendent

By:  _____
F. Ann Rodríguez
Pima County Recorder

ATTEST:

APPROVED AS TO FORM:

By: _____
Clerk, Board of Supervisors
Pima County

By:  _____
Deputy County Attorney
Pima County
DANIEL JURKOWITZ