



# MEMORANDUM

Date: March 29, 2024

To: The Honorable Chair and Members  
Pima County Board of Supervisors

From: Jan Leach   
County Administrator

Re: **Vote Center Implementation**

Attached please find a memorandum from Elections Director Constance Hargrove that summarizes the costs related to implementation of vote centers. As noted in the memo, the cost of establishing vote centers was more than initially projected due, in large part, to the addition of 29 vote centers from the anticipated 100 vote centers on which costs were estimated.

JKL/anc

Attachment

c: Carmine DeBonis, Jr., Deputy County Administrator  
Francisco García, MD, MPH, Deputy County Administrator and Chief Medical Officer  
Steve Holmes, Deputy County Administrator  
Constance Hargrove, Director, Elections Department



## ELECTIONS DEPARTMENT

PIMA COUNTY GOVERNMENT  
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(520) 724-6830 FAX (520) 724-6870

Date: March 29, 2024

TO: Jan Leshner  
County Administrator

FROM: Constance Hargrove  
Elections Director

RE: Vote Center Implementation Cost

Ms. Leshner,

At the March 19, 2024, Board of Supervisors meeting, Christine Boserman made some comments during the call to the public that Supervisor Christy wanted to be addressed. Ms. Boserman referred to page 7 of the combined Election Integrity Commission and Elections Department Annual Report. The report summarizes the information in my 2023 First Quarter Report related to cost savings. The First Quarter Report does provide the cost of establishing a vote center. The cost to the County is approximately \$21,491 to open a new vote center. However, we have the flexibility to open at least 4 additional vote centers with the equipment we have on hand. Therefore, the only cost would be staffing the vote center.

The chart below is also a part of the 2023 First Quarter Report. The report shows the estimated cost as well as the actual cost of implementation. The initial setup cost was over by \$8,286 due to a change in printers and an increase in the cost. The startup cost did not include an onsite support estimate and did not account for the need to have more than 2 epollbooks per location. The Recorder and Elections Department anticipated opening 100 vote centers throughout the County. Had that number remained the same, each vote center could have a minimum of 3 epollbooks, and the office could have some spares to distribute on election day if necessary. However, the number of vote centers increased to 129 before implementation. Reducing the number of available epollbooks. The County incurred a one-time cost of \$74,600 for onsite support and the rental of epollbooks, which is reflected in the chart.

| Pima County Elections and Recorder  |               |               |  |
|---|---------------|---------------|--|
| 2022 Vote Center and Electronic Pollbook Implementation Cost and Savings Proposed |               | Actual        |  |
| Recorder's Office Tenex Purchase1   | \$ 699,560.00 | \$ 635,960.00 |  |
| Verizon Data Plan2  | \$ 19,200.00  | \$ 46,800.00  |  |
| Mobile Device Management  | \$ 5,280.00   | \$ -          |  |
| Cradlepoint Devices   | \$ 67,094.82  | \$ 75,481.00  |  |
| Total Recorder's Initial Purchase3  | \$ 791,134.82 | \$ 758,241.00 |  |

Constance L. Hargrove, Director

**Re: Vote Center Implementation Cost**

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|--|-----------------|-----------------|--|
| Elections Department Tenex Purchase <sup>4</sup>                         | \$ 408,100.00   | \$ 449,280.00   |  |
| Total Startup cost for Tenex Purchase                                    | \$ 1,199,234.82 | \$ 1,207,521.00 |  |
| <b>Additional One Time Cost</b>  |                 |                 |  |
| Onsite support -setup and testing of e-pollbooks and printers            | \$ -            | \$ 15,000.00    |  |
| Rental of 80 touchpads   | \$ -            | \$ 59,600.00    |  |
| 2020 HAVA Grant Funds  | \$ (694,438.40) | \$ (694,468.40) |  |
| Total Year One Purchase of Tenex Equipment                               | \$ 504,796.42   | \$ 587,652.60   |  |
| <b>Annual Costs</b>  |                 |                 |  |
| Recorder's Office Precinct Central EPB Software License/Support          | \$ 55,000.00    | \$ 50,000.00    |  |
| Elections Precinct Central EPB Software License/Support                  | \$ 207,900.00   | \$ 207,900.00   |  |
| Verizon Data Plan <sup>5</sup>   | \$ 19,200.00    | \$ 46,800.00    |  |
| Mobile Device Management   | \$ 5,280.00     | \$ -            |  |
| Consumables -toner and thermal paper                                     | \$ 72,500.00    | \$ 71,500.00    |  |
| Total Annual Cost  | \$ 359,880.00   | \$ 376,200.00   |  |
| <b>Savings Offsetting the Cost</b>                                       |                 |                 |  |
| Estimated Savings for Recorder's Office -Time & Materials <sup>6</sup>   | \$ 132,000.00   | \$ 112,000.00   |  |
| Estimated Savings for Elections Department -Time & Location <sup>7</sup> | \$ 289,454.00   | \$ 151,225.00   |  |
| Per election Savings   | \$ 276,727.00   | \$ 187,612.50   |  |
| Annual Savings   | \$ 421,454.00   | \$ 263,225.00   |  |

Ms. Boserman also referenced the after-action reports presented during the 2022 election cycle. I will continue to provide after-action reports for each election. However, the Elections Department produces a quarterly report that details our progress in addressing any ongoing concerns identified in the after-action report. The reports are posted on the Elections Department website - [About the Department | Pima County, AZ](#). The 2023 Third Quarter Report addresses the ongoing testing and evaluation of vote centers.

The department will be able to provide a better analysis after we go through a full election cycle. The 2024 election cycle will help the department identify underutilized locations and areas where more are needed. The goal is not to increase the total number of locations but to ensure that the current locations operate efficiently and are convenient to the voter.