



BOARD OF SUPERVISORS AGENDA ITEM REPORT AWARDS / CONTRACTS / GRANTS

☐ Award ☐ Contract ☒ Grant

Requested Board Meeting Date: September 7, 2021

* = Mandatory, information must be provided

or Procurement Director Award: ☐

***Contractor/Vendor Name/Grantor (DBA):**

U.S. Election Assistance Commission, passed through Arizona Secretary of State Office

***Project Title/Description:**

2020 Help America Vote Act (HAVA) Election Security Sub-grant

***Purpose:**

Pima County Elections in partnership with Pima County Recorder's Office will upgrade voting in the County, reducing provisional voting and printing costs, developing a custom system for managing polling places and workers, replacing paper signature rosters and creation of vote centers with on-demand balloting.

The 2020 HAVA project period is December 21, 2019-December 20, 2024. Pima County, after assessing voting and elections service needs and developing a comprehensive plan to address identified needs, submitted an application to receive its full allocation on August 23, 2021. By email dated August 24, the Arizona Secretary of State announced that Pima County's August 23rd application was approved.

***Procurement Method:**

This grant award is not subject to Procurement Rules.

***Program Goals/Predicted Outcomes:**

This project and its expenditures (digital hardware and software for electronic poll books, ballot-on-demand printers, and election administration) is in alignment with Section 101 of the Help America Voter Act of 2020 (P.L. 107-252) Improving the administration of elections for federal office. The goals of the project are to increase voter confidence, upgrade the current polling center process, expedite balloting and ballot count to reach final election results quicker while increasing the security of sensitive information.

***Public Benefit:**

Consolidation of polling places into vote centers and purchase and implementation of newer technologies expedite the voting and tabulation processes and enhance the abilities of registered voters to cast votes that will count at any location.

***Metrics Available to Measure Performance:**

Purchase of ballot-on-demand technology and peripherals, software, licensing, carts, etc., creation of vote centers, submission of funder-required reporting

***Retroactive:**

Yes. The federal 2020 HAVA grant period is December 2019 through December 2024. Should the Board decide not to accept the award, Pima County will have to shoulder the costs of these system upgrades either may be delayed or not occur at all.

GMI Approved 8.31.21

THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (*) fields

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
Commencement Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____
☐ Expense Amount \$ _____ ☐ Revenue Amount: \$ _____

***Funding Source(s) required:** _____

Funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____

Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No

If Yes, is the Contract to a vendor or subrecipient? _____

Were insurance or indemnity clauses modified? ☐ Yes ☐ No
If Yes, attach Risk's approval.

Vendor is using a Social Security Number? ☐ Yes ☐ No
If Yes, attach the required form per Administrative Procedure 22-10.

Amendment / Revised Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
Amendment No.: _____ AMS Version No.: _____
Commencement Date: _____ New Termination Date: _____
Prior Contract No. (Synergen/CMS): _____

☐ Expense ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ _____

Is there revenue included? ☐ Yes ☐ No If Yes \$ _____

***Funding Source(s) required:** _____

Funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____

Grant/Amendment Information (for grants acceptance and awards)

☒ Award ☐ Amendment

Document Type: GTAW Department Code: EL Grant Number (i.e., 15-123): 22-015
Commencement Date: 12/21/2019 Termination Date: 12/20/2024 Amendment Number: none
☐ Match Amount: \$ none ☒ Revenue Amount: \$ 694,438.40

***All Funding Source(s) required:** US Election Assistance Commission

*Match funding from General Fund? ☐ Yes ☒ No If Yes \$ none % none

*Match funding from other sources? ☐ Yes ☒ No If Yes \$ none % none

*Funding Source: none

*If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?
Federal dollars are passed through the Arizona Secretary of State Office

Contact: Brad R. Nelson, Director

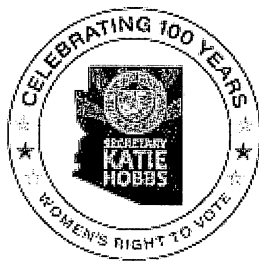
Department: Pima County Elections

Telephone: 520-724-6830

Department Director Signature: Brad R. Nelson Date: 8-30

Deputy County Administrator Signature: _____ Date: _____

County Administrator Signature: C. Butcher Date: 8/31/24



NOTICE OF SUB-GRANT AWARD LETTER

May 1, 2020

Federal Sub-Grant: 2020 HAVA Election Security Grant

CFDA Number: 90.404

Agreement Number: AZ20101001

Federal Awarding Agency: US Election Assistance Commission

Project Period: 12/21/2019 – 12/20/2024

Application Period: Receipt of this letter – 06/30/2022

Award Amount: \$694,438.40

Sub-Grantee County: Pima

Sub-Grantee Address: 240 N Stone Ave, Tucson, Arizona 85701 and 6550 South Country Club Road, Tucson, Arizona 85756

The Arizona Secretary of State's Office is pleased to inform you that your county has been awarded a 2020 HAVA Election Security sub-grant. This sub-grant is made on the basis of submitting an application and making expenditures that fall under the following HAVA guidelines:

- Replace voting equipment that only records a voter's intent electronically with equipment that utilizes a voter verified paper record;
- Implement a post-election audit system that provides a high level of confidence in the accuracy of the final vote tally;
- Upgrade election-related computer systems to address cyber vulnerabilities identified through Department of Homeland Security, or similar scans or assessments of, existing election systems;
- Facilitate cybersecurity training for the state chief election official's office and local election officials;
- Implement established cybersecurity best practices for election systems;
- Fund other activities that will improve the security of elections for Federal office.
- Complying with the requirements under title III;
- Improving the administration of elections for Federal office;
- Educating voters concerning voting procedures, voting rights, and voting technology;
- Training election officials, poll workers, and election volunteers;
- Developing the State plan for requirements payments to be submitted under part 1 of subtitle D of title II;

- Improving, acquiring, leasing, modifying, or replacing voting systems and technology and methods for casting and counting votes;
- Improving the accessibility and quantity of polling places, including providing physical access for individuals with disabilities, providing nonvisual access for individuals with visual impairments, and providing assistance to Native Americans, Alaska Native citizens, and to individuals with limited proficiency in the English language;
- Establishing toll-free telephone hotlines that voters may use to report possible voting fraud and voting rights violations, to obtain general election information, and to access detailed automated information on their own voter registration status, specific polling place locations, and other relevant information.

Additionally, the EAC has put out the following guidance on COVID-19 expenses:

- “HAVA neither expressly authorizes nor prohibits the use of section 101 or section 251 funds for expenditures necessary to protect against and respond to a pandemic. Both sections provide payments for the purposes of improving the administration of elections for federal office, which can include expenditures that would protect staff and poll workers, secure physical locations, and address unexpected expenses due to the COVID-19 pandemic during a federal election. The costs must still meet standards set in general federal grants regulations...”

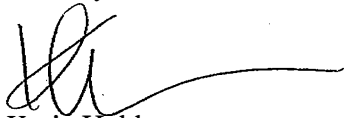
Note: COVID-19 expenses must be incurred between 01/20/2020 and 12/31/2020.

The sub-grant requirements are contained in the Code of Federal Regulations, 2 C.F.R. 200. Sub-grant recipients must follow all federal HAVA laws and any state applicable laws relating to grants.

Sub-grant recipients must also provide the Secretary of State’s Office with invoices and payment receipts for any purchases within 30 days of purchase.¹ If funds are not spent within 30 days, they must be placed in an interest-bearing account. Quarterly reports should be submitted if funds are not fully expended within 30 days, in which the reports shall include the interest earned, the amount spent and current balance, at minimum. Please refer to the sub-grant guidelines packet for further information and requirements.

By submitting an application with HAVA approved expenditures to the Secretary of State’s Office, you are confirming your county’s acceptance of this award. The award disbursement is contingent on Secretary of State’s review and approval of your application.

Thank you,



Katie Hobbs
Arizona Secretary of State

¹ Purchases made between December 21, 2019 and the date of the award are exempt from this requirement and are eligible to be submitted for reimbursement.

From: Gloria Abarca
Subject: FW: 2020 HAVA Application Approved
Date: Thursday, August 26, 2021 8:38:02 AM
Attachments: [image001.png](#)

Good Morning,

Just an FYI – We should be expecting a check from the SOS for approximately \$694k. Thanks.

Gloria Abarca
Pima County Elections
6550 S. Country Club Road
Tucson, Arizona 85756

From: Renada Fisher <rfisher@azsos.gov>
Sent: Tuesday, August 24, 2021 3:49 PM
To: Brad Nelson
Cc: Gloria Abarca
Subject: 2020 HAVA Application Approved

CAUTION: This message and sender come from outside Pima County. If you did not expect this message, proceed with caution. Verify the sender's identity before performing any action, such as clicking on a link or opening an attachment.

Hi Brad,

I hope all is well.

Your request for the 2020 HAVA funds was approved.

If you do not receive the funding within the next 3 weeks, please let me know and I can follow up with our accounting department.

Have a good rest of your afternoon.

Sincerely,

Renada Fisher
Elections Customer Service Manager
Arizona Secretary of State



Email: rfisher@azsos.gov
Office: 602-542-6488

1700 W. Washington St., 7th Fl. | Phoenix, AZ | 85007

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