



**CITY OF PLANO  
COUNCIL AGENDA ITEM**

<b>CITY SECRETARY'S USE ONLY</b>				
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory				
Council Meeting Date:		3/6/13		
Department:		City Secretary		
Department Head		Diane Zucco		
Agenda Coordinator (include phone #): <b>Alice Snyder, X7515</b>				
<b>CAPTION</b>				
<p>A contract made and entered into by and between the City of Plano, the Board of Trustees of the Plano Independent School District and Sharon Rowe, the Elections Administrator of Collin County, Texas, pursuant to the authority in Subchapter D, Section 31.092, of Chapter 31, of the Texas Election Code, regarding the coordination, supervision, and running of the City's May 11, 2013 Joint General and Special Election in the estimated amount of \$32,026.</p>				
<b>FINANCIAL SUMMARY</b>				
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP				
FISCAL YEAR: <b>2012-13</b>	<b>Prior Year (CIP Only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Budget	0	100,000	0	<b>100,000</b>
Encumbered/Expended Amount	0	-62	0	<b>- 62</b>
This Item	0	-32,026	0	<b>-32,026</b>
<b>BALANCE</b>	0	67,912	0	<b>67,912</b>
<b>FUND(S):    GENERAL FUND</b>				
<p><b>COMMENTS:</b> This item, in the amount of \$32,026 is included in the approved Budget. The remaining balance will be used for other election costs.</p> <p><b>STRATEGIC PLAN GOAL:</b> A joint general and special election relates to the City's goals of Financially Strong City with Service Excellence and Partnering for Community Benefit.</p>				
<b>SUMMARY OF ITEM</b>				
<p>To approve a contract with the Collin County Election Administrator for the City of Plano Joint General and Special Election on May 11, 2013.</p>				
List of Supporting Documents:			Other Departments, Boards, Commissions or Agencies	
Contract				

**May 11, 2013**  
**Joint General & Special Elections**  
**Contract for Election Services**  
**City of Plano/Plano ISD**

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**May 11, 2013**  
**Joint General & Special Elections**

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**THE STATE OF TEXAS  
COUNTY OF COLLIN  
CITY – SCHOOL PLANO**

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**CONTRACT FOR  
ELECTION SERVICES**

**BY THE TERMS OF THIS CONTRACT** made and entered into by and between the CITY OF PLANO, hereinafter referred to as the "CITY," and the BOARD OF TRUSTEES OF THE PLANO INDEPENDENT SCHOOL DISTRICT, hereinafter referred to as the "SCHOOL DISTRICT," and SHARON ROWE, Elections Administrator of Collin County, Texas, hereinafter referred to as "Contracting Officer," pursuant to the authority in Subchapter D, Section 31.092, of Chapter 31, of the Texas Election Code, agree to the following particulars in regard to coordination, supervision and running of the City and School District's May 11, 2013 Joint General & Special Elections and a City Runoff Election, if necessary, on June 15, 2013. An additional cost estimate, early voting calendar, and Election Day polling place schedule will be prepared should a Runoff Election be necessary.

**THIS AGREEMENT** is entered into in consideration of the mutual covenants and promises hereinafter set out. IT IS AGREED AS FOLLOWS:

**I. DUTIES AND SERVICES OF CONTRACTING OFFICER.** The Contracting Officer shall be responsible for performing the following duties and shall furnish the following services and equipment:

A. The Contracting Officer shall arrange for appointment, notification (including writ of election), training and compensation of all presiding judges, alternate judges, the judge of the Central Counting Station and judge of the Early Voting Ballot Board.

a. The Contracting Officer shall be responsible for notification of each Election Day and Early Voting presiding judge and alternate judge of his or her appointment. The recommendations of the City and the School District will be the accepted guidelines for the number of clerks secured to work in each polling place. The presiding election judge of each polling place, however, will use his/her discretion to determine when additional manpower is needed during peak voting hours. The Contracting Officer

will determine the number of clerks to work in the Central Counting Station and the number of clerks to work on the Ballot Board. Election judges shall be secured by the Contracting Officer with the approval of the City and the School District.

- b. Election judges shall attend the Contracting Officer's school of instruction (Elections Seminar); calendar will be provided.
- c. Election judges shall be responsible for picking up from and returning election supplies to the county election warehouse located at 2010 Redbud Blvd., Suite 102, McKinney. Total compensation for both pickup and delivery of supplies will be \$25.00 per Election Judge.
- d. The Contracting Officer shall compensate each election judge and worker. Each judge shall receive \$12.00 per hour for services rendered. Each alternate judge and clerk shall receive \$10.00 per hour for services rendered. Overtime will be paid to each person working over 40 hours per week.

B. The Contracting Officer shall procure, prepare, and distribute voting machines, election kits and election supplies.

- a. The Contracting Officer shall secure election kits which include the legal documentation required to hold an election and all supplies including locks, pens, magic markers, etc.
- b. The Contracting Officer shall secure all tables, chairs, and legal documentation required to run the Central Counting Station.
- c. The Contracting Officer shall provide all lists of registered voters required for use on Election Day and for the early voting period required by law.

d. The Contracting Officer shall procure and arrange for the distribution of all election equipment and supplies required to hold an election.

1. Equipment includes the rental of voting machines, ADA compliance headphones and keypads (1 per site), transfer cases, voting signs and election supply cabinets.

2. Supplies include smart cards, sample ballots, provisional forms, maps, labels, pens, tape, markers, etc.

C. The Contracting Officer, Sharon Rowe, shall be appointed the Early Voting Clerk by the City and the School District.

a. The Contracting Officer shall supervise and conduct Early Voting by mail and in person and shall secure personnel to serve as Early Voting Deputies.

b. Early Voting by personal appearance for the City and School District's May 11, 2013, Joint General & Special Elections shall be conducted during the time period and at the locations listed in Exhibit "A", attached and incorporated by reference into this contract.

c. All applications for an Early Voting mail ballot shall be received and processed by the Collin County Elections Administration Office, 2010 Redbud Blvd., Suite 102, McKinney, Texas 75069.

1. Application for mail ballots erroneously mailed to the City or School District shall immediately be faxed to the Contracting Officer for timely processing. The original application shall then be forwarded to the Contracting Officer for proper retention.

2. All Federal Post Card Applicants (FPCA) will be sent a mail ballot. No postage is required.

d. All Early Voting ballots (those cast by mail and those cast by personal appearance) shall be prepared for count by the Early Voting Ballot Board in accordance with Section 87.000 of the Texas Election Code. The presiding judge of this Board shall be appointed by the Contracting Officer.

D. The Contracting Officer shall arrange for the use of all Election Day polling places. The City and School District shall assume the responsibility of remitting the cost of all employee services required to provide access, provide security or provide custodial services for the polling locations. The Election Day polling locations are listed in Exhibit "B", attached and incorporated by reference into this contract.

E. The Contracting Officer shall be responsible for establishing and operating the Central Counting Station to receive and tabulate the voted ballots in accordance with Chapter 127 of the Election Code and of this agreement. Counting Station Manager and Central Count Judge shall be Sharon Rowe. The Tabulation Supervisor shall be Patty Seals.

a. The Tabulation Supervisor shall prepare, test and run the county's tabulation system in accordance with statutory requirements and county policies, under the auspices of the Contracting Officer.

b. The Public Logic and Accuracy Test of the electronic voting system shall be conducted under the supervision of the Contracting Officer. Confirmation of these tests and their results shall be maintained for the mandatory timeframe following the election, and in the event of litigation, during the pendency of the litigation.

c. Election night reports will be available to the City and School District at the Central Counting Station on election night. Provisional ballots will be tabulated after election night in accordance with law.

d. The Contracting Officer shall prepare the unofficial canvass report after all precincts have been counted, and will provide a copy of the unofficial canvass to the City and School District as soon as possible after all returns have been tallied.

e. The Contracting Officer shall be appointed the custodian of the voted ballots and shall retain all election material for a period of 6 months following the election, including a runoff.

1. Pending no litigation and as prescribed by law, the voted ballots shall be shredded 6 months after the final election.

2. The City and School District can obtain the list of registered voters from the Elections Administration Office after this retention period. Pending no litigation and if the City or School District does not request the lists, the Contracting Officer shall destroy them.

f. The Contracting Officer shall conduct a manual count as prescribed by Section 127.201 of the Texas Election Code and submit a written report to the City and School District in a timely manner. The Secretary of State may waive this requirement. If applicable, a written report shall be submitted to the Secretary of State as required by Section 127.201(E) of the aforementioned code.

F. The Contracting Officer shall comply with Section 66.058 and Chapter 129 of the Texas Election Code, and all other applicable laws that pertain to the duties under this Contract.

**II. DUTIES AND SERVICES OF THE CITY AND SCHOOL DISTRICT.** The City and School District shall assume the following responsibilities:

A. The City and School District shall prepare their own election orders, resolutions, notices, justice department submissions, official canvass and other pertinent documents for adoption by the appropriate office or body. The City and School District assumes the responsibility of posting all notices and likewise promoting the schedules for Early Voting and Election Day.

B. The City and School District shall provide the Contracting Officer with an updated map and street index of their jurisdiction in an electronic (shape file preferred) or printed format as soon as possible but no later than Friday, March 1, 2013.

C. The City and School District shall procure and provide the Contracting Officer with the ballot layout and Spanish interpretation in an electronic format.

a. The City and School District shall deliver to the Contracting Officer as soon as possible, but no later than 9:00 AM Tuesday, March 5, 2013, the official wording for the City and School District's May 11, 2013, Joint General & Special Elections.

b. The City and School District shall approve the "blue line" ballot format prior to the final printing.

D. The City and School District shall post the publication of election notice by the proper methods with the proper media.

E. The City and School District shall prepare and submit to the U. S. Department of Justice under the Federal Voting Rights Act of 1965, any required submissions on voting changes.

F. The City and School District shall compensate the Contracting Officer for any additional verified cost incurred in the process of running this election or for a manual count this election may require, consistent with charges and hourly rates shown on Exhibit "C" for required services.

G. The City and School District shall pay the Contracting Officer 90% of the estimated cost to run the said election prior to Friday, April 12, 2013. The Contracting Officer shall place the funds in a "contract fund" as prescribed by Section 31.100 of the Texas Election Code. The Deposit should be delivered within the mandatory time frame to:

**Collin County Treasury  
Attn: Pam Dugger  
2300 Bloomdale Rd. #3138  
McKinney, Texas 75071**

Made payable to: "Collin County Treasury" with the note "for election services" included with check documentation.

H. The City and School District shall pay the cost of conducting said election,

less partial payment, including the 10% administrative fee, pursuant to the Texas Election Code, Section 31.100, within 30 days from the date of final billing.

**III. AFFIDAVIT OF NO PROHIBITED INTEREST.** Contracting Officer acknowledges and represents it is aware of all applicable laws, City Charter, and City Code of Conduct regarding prohibited interests and that the existence of a prohibited interest at any time will render the Contract voidable. Contracting officer has executed the Affidavit of No Prohibited Interest, attached and incorporated by reference into this contract as Exhibit "E".

**IV. COST OF SERVICES.** See Exhibit "C."

**V. JOINT ELECTION AGREEMENT.** See Exhibit "D".

**VI. GENERAL PROVISIONS.**

A. Nothing contained in this contract shall authorize or permit a change in the officer with whom or the place at which any document or record relating to the City and School District's May 11, 2013, Joint General & Special Elections is to be filed or the place at which any function is to be carried out, or any nontransferable functions specified under Section 31.096 of the Texas Election Code.

B. Upon request, the Contracting Officer will provide copies of all invoices and other charges received in the process of running said election for the City and School District.

C. If the City and/or School District cancel their election pursuant to Section 2.053 of the Texas Election Code, the Contracting Officer shall be paid a contract preparation fee of \$75. An entity canceling an election will not be liable for any further costs incurred by the Contracting Officer in conducting the May 11, 2013, Joint General & Special Elections. All actual shared cost incurred in the conduct of the election will be divided by the actual number of entities contracting with the Contracting Officer **and** holding a May 11, 2013, Joint General & Special Elections.

D. The Contracting Officer shall file copies of this contract with the County Judge and the County Auditor of Collin County, Texas.

WITNESS BY MY HAND THIS THE \_\_\_\_ DAY OF \_\_\_\_\_ 2013.

\_\_\_\_\_  
Sharon Rowe  
Elections Administrator  
Collin County, Texas

WITNESS BY MY HAND THIS THE \_\_\_\_ DAY OF \_\_\_\_\_ 2013.

By: \_\_\_\_\_  
Bruce D. Glasscock, City Manager  
City of Plano

Attest: \_\_\_\_\_  
Diane Zucco, City Secretary  
City of Plano

\_\_\_\_\_  
Approved as to form

WITNESS BY MY HAND THIS THE \_\_\_\_ DAY OF \_\_\_\_\_ 2013.

By: \_\_\_\_\_  
Richard Matkin, Superintendent  
Plano Independent School District

Attest: \_\_\_\_\_  
Tammy Richards, President  
Plano Independent School District

**MAY 11, 2013, JOINT GENERAL & SPECIAL ELECTIONS  
City of Plano & Plano ISD\***

**Early Voting Locations and Hours**

Polling Place		Address			City	
Collin County Election Office (Main Early Voting Location)		2010 Redbud Blvd., #102			McKinney	
Carpenter Park Recreation Center		6701 Coit Road			Plano	
Christopher A. Parr Library		6200 Windhaven Parkway			Plano	
Collin College – Spring Creek Campus		2800 E. Spring Creek Parkway			Plano	
Collin College – Preston Ridge Campus		9700 Wade Boulevard			Frisco (no cost to the City/PISD)	
Maribelle M. Davis Library		7501-B Independence Parkway			Plano	
Haggard Library		2501 Coit Road			Plano	
Harrington Library		1501 18 <sup>th</sup> Street			Plano	
Plano ISD Administration Center		2700 West 15 <sup>th</sup> Street			Plano	
Murphy Municipal Complex		206 North Murphy Road			Murphy (no cost to City)	
Renner Frankford Branch Library		6400 Frankford Road			Dallas (no cost to City)	
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<i>April 28</i>	<i>April 29</i>	<i>April 30</i>	<i>May 1</i>	<i>May 2</i>	<i>May 3</i>	<i>May 4</i>
	<b>8am – 5pm</b>	<b>8am – 5pm</b>	<b>8am – 5pm</b>	<b>8am - 7pm</b>	<b>8am - 5pm</b>	<b>8am - 5pm</b>
<i>May 5</i>	<i>May 6</i>	<i>May 7</i>	<i>May 8</i>	<i>May 9</i>	<i>May 10</i>	<i>May 11</i>
	<b>7am – 7pm</b>	<b>7am – 7pm</b>				<b>7am – 7pm Election Day</b>

\* City and School District voters may vote at any of the additional Early Voting locations open under full contract services with the Collin County Elections Administration.

**MAY 11, 2013  
JOINT GENERAL & SPECIAL ELECTIONS**

**Election Day Polling Locations – City of Plano & PISD**

<b>Precincts</b>	<b>Location</b>	<b>Address</b>	<b>City</b>
52, 61, 68, 103, 141	Armstrong Middle School	3805 Timberline Drive	Plano
23, 46, 47, 50, 51, 152, 158	Bowman Middle School	2501 Jupiter Road	Plano
21, 54, 62, 66	Carpenter Middle School	3905 Ranier Road	Plano
15, 19, 53, 65, 70, 71	Haggard Middle School	2832 Parkhaven Drive	Plano
58, 77, 91	Hendrick Middle School	7400 Red River Drive	Plano
31, 32, 63, 76	Hughston Elementary School	2601 Cross Bend Road	Plano
64, 69	Schimelpfenig Middle School	2400 Maumelle Drive	Plano
28, 75, 105, 143	Shepton High School	5505 Plano Parkway	Plano
39, 85	Thomas Elementary School	1800 Montana Trail	Plano
26, 49, 67, 72, 138	Wilson Middle School	1001 Custer Road	Plano

**Election Day Polling Locations –Plano ISD Only**

<b>Precincts</b>	<b>Location</b>	<b>Address</b>	<b>City</b>
48, 55, 164	Aldridge Elementary School	720 Pleasant Valley Lane	Richardson
130	Allen Municipal Court Facility	301 Century Parkway	Allen
73, 88, 115	Bentwood Trail Presbyterian Church	6000 Bentwood Trail	Dallas
94, 125, 144, 153	Miller Elementary School	5651 Coventry Drive	Richardson
24, 84, 132	Mitchell Elementary School	4223 Briargrove Lane	Dallas
25, 165, 175, 196	Murphy Municipal Complex	206 N. Murphy Road	Murphy
41, 60	Parker City Hall	5700 E. Parker Road	Parker
74, 79, 142	Renner Frankford Branch Library	6400 Frankford Road	Dallas
78, 110	Richardson Police Sub-station	2003 E. Renner Road	Richardson
36, 104, 136	Rose Haggard Elementary School	17820 Campbell Road	Dallas

## Election Day Polling Locations –City of Plano, PISD & FISD

<b>Precincts</b>	<b>Location</b>	<b>Address</b>	<b>City</b>
34, 107, 119, 121, 135, 139, 197	Bethany Elementary School	2418 Micarta Drive	Plano
109, 123	Christopher A. Parr Library	6200 Windhaven Parkway	Plano (no charge to FISD)
90, 116, 137, 176	Tom Muehlenbeck Recreation Center	5801 West Parker Road	Plano
14, 81, 86, 89, 108, 112, 124, 167	Robinson Middle School	6701 Preston Meadow Dr.	Plano

**ESTIMATED CHARGES FOR CITY OF PLANO**

May 11, 2013

**Exhibit "C"**

**SUPPLY COST**

Number of Early Voting Locations	7	0	7	0	0	0			
Number of Election Day Locations	14	0	11	0	0	3			
		<b>Units</b>	<b>Cost PCTY</b>	<b>Units</b>	<b>Cost PCTY/PISD/CC</b>	<b>Units</b>	<b>Cost PCTY/FISD/CC</b>	<b>Units</b>	<b>Cost PCTY/PISD/FISD/CC</b>
EV Sample Ballots	\$0.0690 each	100	\$6.90	1500	\$103.50	400	\$27.60	0	\$0.00
Early Voting Mail Ballots	\$1.20 each	100	\$120.00	300	\$360.00	50	\$60.00	0	\$0.00
Precinct Ballot Setup	\$10.00 each	1	\$10.00	1	\$10.00	1	\$10.00	0	\$0.00
Precinct Ballots	\$0.1670 each	50	\$8.35	250	\$41.75	100	\$16.70	0	\$0.00
Early voting and election day kits	\$25.00 each	0	\$0.00	18	\$450.00	0	\$0.00	3	\$75.00
Central Counting kit and supplies	\$50.00 each	0	\$0.00	0	\$0.00	0	\$0.00	1	\$50.00
County Precinct Maps	\$12.00 each	0	\$0.00	18	\$216.00	0	\$0.00	3	\$36.00
Printer Labels	\$15.13 each	0	\$0.00	30	\$453.90	0	\$0.00	7	\$105.91
			<hr/>		<hr/>		<hr/>		<hr/>
Total			\$145.25		\$1,635.15		\$114.30		\$266.91
Number of Entities Sharing Costs			<hr/> 1		<hr/> 3		<hr/> 3		<hr/> 4
SubTotal			\$145.25		\$545.05		\$38.10		\$66.73
<b>Grand Total</b>	<b>\$795.13</b>								

**EQUIPMENT RENTAL COST**

Number of Early Voting Locations	7	0	7	0	0	0			
Number of Election Day Locations	14	0	11	0	0	3			
		<b>Units</b>	<b>Cost PCTY</b>	<b>Units</b>	<b>Cost PCTY/PISD/CC</b>	<b>Units</b>	<b>Cost PCTY/FISD/CC</b>	<b>Units</b>	<b>Cost PCTY/PISD/FISD/CC</b>
Voting Machines	\$150.00 each	0	\$0.00	108	\$16,200.00	0	\$0.00	15	\$2,250.00
Transfer Cases	\$5.00 each	0	\$0.00	18	\$90.00	0	\$0.00	3	\$15.00
Metal Signs	\$1.00 each	0	\$0.00	36	\$36.00	0	\$0.00	6	\$6.00
Wood Signs	\$2.00 each	0	\$0.00	18	\$36.00	0	\$0.00	3	\$6.00
EV Security Cabinet	\$200.00 each	0	\$0.00	7	\$1,400.00	0	\$0.00	0	\$0.00
Early Voting Computer Cabinet	\$50.00 each	0	\$0.00	7	\$350.00	0	\$0.00	0	\$0.00
Drayage per Location	\$120.00 each	0	\$0.00	18	\$2,160.00	0	\$0.00	3	\$360.00
ED Security Cabinet	\$200.00 each	0	\$0.00	11	\$2,200.00	0	\$0.00	3	\$600.00
EV/ED Computers	\$300.00 each	0	\$0.00	18	\$5,400.00	0	\$0.00	3	\$900.00
			<hr/>		<hr/>		<hr/>		<hr/>
Total			\$0.00		\$27,872.00		\$0.00		\$4,137.00
Number of Entities Sharing Costs			<hr/> 1		<hr/> 3		<hr/> 3		<hr/> 4
SubTotal			\$0.00		\$9,290.67		\$0.00		\$1,034.25
<b>Grand Total</b>	<b>\$10,324.92</b>								

**EARLY VOTING**

Number of Early Voting Locations	7	0	7	0	0			
Workers each location	5	0	5	0	0			
	<b>Units</b>	<b>Cost PCTY</b>	<b>Units Cost PCTY/PISD/CC</b>	<b>Units Cost PCTY/FISD/CC</b>	<b>Units Cost PCTY/PISD/FISD/CC</b>			
Mailed Ballot Kits	100	\$100.00	300	\$300.00	50	\$50.00	0	\$0.00
Postage for Ballots	75	\$66.00	250	\$220.00	35	\$30.80	0	\$0.00
Assemble EV Location	0	\$0.00	7	\$350.00	0	\$0.00	0	\$0.00
Total Judge Hours	0	\$0.00	448	\$5,376.00	0	\$0.00	0	\$0.00
Overtime Judge Hours	0	\$0.00	161	\$2,898.00	0	\$0.00	0	\$0.00
Total Alt. Judge & Clerk Hours	0	\$0.00	1792	\$17,920.00	0	\$0.00	0	\$0.00
Overtime Alt. Judge & Clerk Hours	0	\$0.00	644	\$9,660.00	0	\$0.00	0	\$0.00
Library Security	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Pickup & Delivery of Supplies	0	\$0.00	7	\$175.00	0	\$0.00	0	\$0.00
<b>Total</b>		<b>\$166.00</b>		<b>\$36,899.00</b>		<b>\$80.80</b>		<b>\$0.00</b>
Number of Entities Sharing Costs		<u>1</u>		<u>3</u>		<u>3</u>		<u>4</u>
<b>SubTotal</b>		<b>\$166.00</b>		<b>\$12,299.67</b>		<b>\$26.93</b>		<b>\$0.00</b>
<b>Grand Total</b>		<b>\$12,492.60</b>						

**ELECTION DAY**

Number of Election Day Locations	14	0	11	0	3			
Workers each location	5	0	5	0	5			
	<b>Units</b>	<b>Cost PCTY</b>	<b>Units Cost PCTY/PISD/CC</b>	<b>Units Cost PCTY/FISD/CC</b>	<b>Units Cost PCTY/PISD/FISD/CC</b>			
Total Judge Hours	0	\$0.00	154	\$1,848.00	0	\$0.00	42	\$504.00
Total Alt. Judge & Clerk Hours	0	\$0.00	616	\$6,160.00	0	\$0.00	168	\$1,680.00
Church Rental	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Pickup & Delivery of Supplies	0	\$0.00	11	\$275.00	0	\$0.00	3	\$75.00
<b>Total</b>		<b>\$0.00</b>		<b>\$8,283.00</b>		<b>\$0.00</b>		<b>\$2,259.00</b>
Number of Entities Sharing Costs		<u>1</u>		<u>3</u>		<u>3</u>		<u>4</u>
<b>SubTotal</b>		<b>\$0.00</b>		<b>\$2,761.00</b>		<b>\$0.00</b>		<b>\$564.75</b>
<b>Grand Total</b>		<b>\$3,325.75</b>						

**ADMINISTRATIVE EXPENSES**

Number of Early Voting Locations	7	0	7	0	0			
Number of Election Day Locations	14	0	11	0	3			
	<b>Units</b>	<b>Cost PCTY</b>	<b>Units Cost PCTY/PISD/CC</b>	<b>Units Cost PCTY/FISD/CC</b>	<b>Units Cost PCTY/PISD/FISD/CC</b>			
Manual Recount Deposit	0	\$0.00	1	\$60.00	1	\$60.00	0	\$0.00
Process Pollworker Checks	0	\$0.00	90	\$135.00	0	\$0.00	15	\$22.50
Process Election Judge Notices	0	\$0.00	36	\$54.00	0	\$0.00	6	\$9.00
<b>Total</b>		<b>\$0.00</b>		<b>\$249.00</b>		<b>\$60.00</b>		<b>\$31.50</b>
Number of Entities Sharing Costs		<u>1</u>		<u>3</u>		<u>3</u>		<u>4</u>
<b>SubTotal</b>		<b>\$1.00</b>		<b>\$83.00</b>		<b>\$20.00</b>		<b>\$7.88</b>
<b>Grand Total</b>		<b>\$111.88</b>						

## TABULATION

Tabulation Network	\$4,000.00
Programming	\$2,050.00
Spanish Interpreter f/Audio Ballot	\$350.00
Notice of Inspection/Tabulation Test	<u>\$2,800.00</u>
Total	\$9,200.00
Number of Entities	<u>30</u>
Total Per Entity	\$306.67

## CENTRALIZED COSTS

Early Voting Ballot Board	\$2,800.00
Cost for Central Count Workers	\$1,000.00
FICA on Election Workers	\$5,000.00
Assemble EV Location	\$50.00
Early Voting Machines in McKinney (8)	\$1,200.00
Early Voting Personnel in McKinney	\$4,100.00
Early Voting Computer in McKinney	\$300.00
Printer Labels for Early Voting in McKinney	\$75.00
Warehouse Gas Mileage	\$1,000.00
Ballot Style Setup Fee & Delivery	\$400.00
County Overtime and Temporaries	\$20,000.00
FICA & Retirement for County Employees	<u>\$2,750.00</u>
Total	\$38,675.00
Number of Entities	<u>22</u>
Total Per Entity	\$1,757.95
<b>Total for Tabulation &amp; Centralized Costs</b>	<b>\$2,064.62</b>

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## SUMMARY OF COSTS FOR CITY OF PLANO

<b>SUPPLY COST</b>	\$795.13
<b>EQUIPMENT RENTAL COST</b>	\$10,324.92
<b>EARLY VOTING</b>	\$12,492.60
<b>ELECTION DAY</b>	\$3,325.75
<b>ADMINISTRATIVE EXPENSES</b>	\$111.88
<b>TABULATION/CENTRALIZED COSTS</b>	<u>\$2,064.62</u>
Total	\$29,114.90
10% Administrative Fee	<u>\$2,911.49</u>
<b>Grand Total</b>	<b>\$32,026.39</b>
<b>90% Deposit Due 4/12/13</b>	<b>\$28,823.75</b>

## JOINT ELECTION AGREEMENT

The parties to this agreement are the City Council of the City of Plano (the City), the Board of Trustees of the Plano Independent School District (PISD) and the Frisco Independent School District (FISD) (the Schools), and the Board of Trustees of the Collin County Community College District (Collin College) (the College), all of whom are governmental entities of the State of Texas, and are collectively referred to as "Parties," agree to holding a joint election and to allocate expenses for the joint election under the following terms and conditions:

The City, Schools and College do hereby agree, pursuant to the provisions of the Texas Election Code, to hold a joint election for the General Elections of the parties and the Special Elections of the City to be held on Saturday, May 11, 2013, for the purposes of establishing the terms and conditions for sharing expenses associated with the elections to be held on that date, and any runoff election(s) that may be required. Each of these parties will contract individually with the Collin County Elections Administrator (Election Administrator) to perform various duties and responsibilities on their behalf and to be charged expenses in accordance with the terms of this Agreement.

The parties shall divide the expenses for the election(s) as follows:

1. The parties shall divide equally the expenses for all Collin County **early voting** locations where City ballots are available with the following exceptions:
  - a. FISD and the College shall be responsible for early voting expenses at Preston Ridge Campus of Collin College.
  - b. PISD and the College shall be responsible for early voting expenses at Murphy Municipal Complex and Renner Frankford Branch Library.
2. City, PISD and the College shall divide equally the election day expenses for Collin County voter polling locations located within the City. FISD shall also pay a pro-rata share of expenses for three election day polling locations at: Bethany Elementary School, Robinson Middle School and Tom Muehlenbeck Recreation Center.

Expenses. The term "expenses" includes polling location costs, election officials, supplies, ballots and any other and all necessary expenses for the election. Expenses unique to one entity shall be billed solely to that entity such as in the case of a runoff, recount, or other matter.

Tabulation and centralized costs shall be shared equally between the actual number of entities holding an election on May 11, 2013. Each entity shall be solely responsible for its fees incurred under this Agreement. Any dispute regarding the expenses shall be resolved by the parties affected.

Cancellation of Election. An entity canceling an election pursuant to Section 2.053 of the Texas Election Code will not be liable for costs incurred by the Elections Administrator in conducting the remaining May 11, 2013, Joint Elections; however, the entity will be liable to Collin County Elections Administrator for any contract preparation fees.

**APPROVED BY THE CITY COUNCIL OF THE CITY OF PLANO, TEXAS** in its meeting held the \_\_\_\_\_ day of \_\_\_\_\_, 2013, and executed by its authorized representative.

By: \_\_\_\_\_  
Bruce D. Glasscock, City Manager

Attest: \_\_\_\_\_  
Diane Zucco, City Secretary

Approved as to form: \_\_\_\_\_  
Diane C. Wetherbee, City Attorney

**APPROVED BY THE TRUSTEES OF THE PLANO INDEPENDENT SCHOOL DISTRICT** in its meeting held the \_\_\_\_\_ day of \_\_\_\_\_, 2013, and executed by its authorized representative.

By: \_\_\_\_\_  
Richard Matkin, Superintendent of Schools

Attest: \_\_\_\_\_  
Tammy Richards, President Board of Trustees

**APPROVED BY THE TRUSTEES OF THE FRISCO INDEPENDENT SCHOOL DISTRICT** in its meeting held the \_\_\_\_\_ day of \_\_\_\_\_, 2013, and executed by its authorized representative.

By: \_\_\_\_\_  
Jeremy Lyon, Superintendent of Schools

Attest: \_\_\_\_\_  
Renée Ehmke, President Board of Trustees

**APPROVED BY THE TRUSTEES OF THE COLLIN COUNTY COMMUNITY COLLEGE DISTRICT** in its meeting held the \_\_\_\_\_ day of \_\_\_\_\_, 2013, and executed by its authorized representative.

By: \_\_\_\_\_  
Dr. Cary A. Israel, President

Attest: \_\_\_\_\_  
Kim Davison, Vice President

