



**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:		3/9/11		
Department:		City Secretary's Office		
Department Head		Diane Zucco		
Agenda Coordinator (include phone #): <b>Alice Snyder, X7515</b>				
<b>CAPTION</b>				
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 14, 2011 Joint General Election in the estimated amount of \$27,408.				
<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>2010-11</b>	<b>Prior Year (CIP Only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Budget	0	30,000	0	<b>30,000</b>
Encumbered/Expended Amount	0	0	0	<b>0</b>
This Item	0	-27,408	0	<b>-27,408</b>
BALANCE	0	2,592	0	<b>2,592</b>
FUND(S): <b>GENERAL FUND</b>				
<b>COMMENTS:</b> This item, in the amount of \$27,408, is included in the approved FY 2010-11 Budget. The remaining balance is \$2,592.				
<b>STRATEGIC PLAN GOAL:</b> Joint General Elections relates to the City's goal of Partnering for Community Benefit.				
<b>SUMMARY OF ITEM</b>				
To approve a contract with the Collin County Election Administrator for the City of Plano Joint General Election on May 14, 2011.				
List of Supporting Documents:			Other Departments, Boards, Commissions or Agencies	

**May 14, 2011**  
**Joint General Election**  
**Contract for Election Services by and**  
**Between Collin County Elections**  
**Administrator, City of Plano and**  
**Plano Independent School District**

# May 14, 2011 Joint General Election

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

§

**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 14, 2011 Joint General Election and a City Runoff Election, if necessary, on June 18, 2011. 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 to have four 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 provide records to identify the need for additional workers to the City and the School District only in the event of the need to have an excess of four workers. 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 balloting 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) to be held Wednesday, May 11, 2011, at the Collin County 380 Courts Bldg., Central Jury Room, 1800 N. Graves St., McKinney, TX at 2:00 PM.

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 work 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 from all applicable counties for use on Election Day and for the early voting period required by law. The Election Day list of registered voters shall be arranged in alphabetical order by polling place, in lieu of alphabetical order by registered voter in each precinct for each polling place.

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 tote boxes.

2. Supplies include smart cards, sample ballots, early voting mail ballots, 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 14, 2011, Joint General 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 Chapter 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 each deems 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 127.000 of the Election Code and of this Contract. The Counting Station Manager and the 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 supervision 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 time frame 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 22 months following the election, including a runoff.

1. Pending no litigation and as prescribed by law, the voted ballots shall be shredded 22 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 is in compliance with the amendments to Sec. 66.058 (Texas Election Code) and Chapter 129 (Texas Election Code) put into place by HB2524, 81<sup>st</sup> Regular Legislative Session.

**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 the 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 or printed format as soon as possible but no later than Friday, March 25, 2011.

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 Wednesday, March 16, 2011, the official wording for the City and School District's May 14, 2011, Joint General Election. Confirmation of declared write-in candidates shall be submitted to the Contracting Officer no later than Monday, March 21, 2011.

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 for required services shown on Exhibit "C" attached and incorporated.

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 8, 2011. 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., Suite 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 14, 2011, Joint General Election 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 14, 2011, Joint General Election. Any entity canceling an election will be reimbursed amounts paid under Section II., G., pro-rated to deduct any actual expenses incurred by the Contracting Officer as of the date of cancellation of the election. All actual shared costs 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 14, 2011, Joint General Election.

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

**Contracting Officer**

WITNESS BY MY HAND THIS THE \_\_\_\_ DAY OF \_\_\_\_\_ 2011.

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

**City of Plano**

WITNESS BY MY HAND THIS THE \_\_\_\_ DAY OF \_\_\_\_\_ 2011.

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

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

\_\_\_\_\_  
Approved As To Form

**Plano Independent School District**

WITNESS BY MY HAND THIS THE \_\_\_\_ DAY OF \_\_\_\_\_, 2011.

By: \_\_\_\_\_  
Dr. Douglass W. Otto, Superintendent

Attest: \_\_\_\_\_  
Lloyd "Skip" Jenkins, President

Exhibit "A"

**MAY 14, 2011  
JOINT GENERAL ELECTION**

**City of Plano, Plano ISD/Frisco ISD  
Early Voting Locations and Hours**

Polling Place		Address			City	
Collin County Election Office (Main Early Voting Location)		2010 Redbud Blvd., #102			McKinney	
Christ United Methodist Church		3101 Coit Rd.			Plano	
Christopher A. Parr Library		6200 Windhaven Parkway			Plano	
CCCC – Spring Creek Campus		2800 E. Spring Creek Parkway			Plano	
CCCC – Preston Ridge Campus		9700 Wade Blvd.			Frisco (no cost to City/PISD)	
Haggard Library		2501 Coit Road			Plano	
Harrington Library		1501 18 <sup>th</sup> Street			Plano	
Murphy Municipal Complex		206 N. Murphy Road			Murphy (no cost to City/FISD)	
Plano ISD Administration Center		2700 W. 15 <sup>th</sup> Street			Plano	
Renner Frankford Library		6400 Frankford Road			Dallas (no cost to City/FISD)	
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<i>May 1</i>	<i>May 2</i>	<i>May 3</i>	<i>May 4</i>	<i>May 5</i>	<i>May 6</i>	<i>May 7</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 8</i>	<i>May 9</i>	<i>May 10</i>	<i>May 11</i>	<i>May 12</i>	<i>May 13</i>	<i>May 14</i>
	<b>7am – 7pm</b>	<b>7am – 7pm</b>				<b>7am – 7pm Election Day</b>

Exhibit “B”

**MAY 14, 2011  
JOINT GENERAL ELECTION  
Election Day Polling Locations**

**City of Plano & Plano ISD**

<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	1501 Cross Bend Road	Plano
109, 123, 226** (Denton Cty)	Christopher A. Parr Library	6200 Windhaven Pkwy.	Plano
15, 19, 53, 65, 70, 71	Haggard Middle School	2832 Parkhaven Drive	Plano
58, 77, 91, 130***	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

**\*\* CITY only    \*\*\* PISD only**

**Election Day Locations–City of Plano/PISD/FISD**

<b>Precincts</b>	<b>Location</b>	<b>Address</b>	<b>City</b>
34, 107, 119, 121, 135, 139*	Bethany Elementary School	2418 Micarta Drive	Plano
90, 116, 137, 176	Brinker Elementary School	3800 John Clark Parkway	Plano
14*, 81, 86, 89, 108, 112, 124, 167	Robinson Middle School	6701 Preston Meadow Dr.	Plano

**\* CITY & FISD**

Exhibit "B"

**Election Day Locations – Plano ISD**

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

### EARLY VOTING

Number of Early Voting Locations	6	0	0	0	0	6		
Workers each location	4	0	0	0	0	4		
	<b>Units</b>	<b>Cost PCTY</b>	<b>Units</b>	<b>Cost PCTY/PISD</b>	<b>Units</b>	<b>Cost PCTY/FISD</b>	<b>Units</b>	<b>Cost FISD/PISD/PCTY</b>
Mailed Ballot Kits	25	\$25.00	1000	\$1,000.00	25	\$25.00	0	\$0.00
Postage for Ballots	5	\$4.40	50	\$44.00	5	\$4.40	0	\$0.00
Assemble EV Location	0	\$0.00	0	\$0.00	0	\$0.00	6	\$300.00
Total Judge Hours	0	\$0.00	0	\$0.00	0	\$0.00	408	\$4,896.00
Overtime Judge Hours	0	\$0.00	0	\$0.00	0	\$0.00	125	\$2,250.00
Total Alt. Judge & Clerk Hours	0	\$0.00	0	\$0.00	0	\$0.00	1225	\$12,250.00
Overtime Alt. Judge & Clerk Hours	0	\$0.00	0	\$0.00	0	\$0.00	340	\$5,100.00
Library Security (PISD only)	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Pickup & Delivery of Supplies	0	\$0.00	0	\$0.00	0	\$0.00	6	\$150.00
Total		\$29.40		\$1,044.00		\$29.40		\$24,946.00
Number of Entities Sharing Costs		1		2		2		3
SubTotal		\$29.40		\$522.00		\$14.70		\$8,315.33
<b>Grand Total</b>		<b>\$8,881.43</b>						

### ELECTION DAY

Number of Election Day Locations	14	0	11	0	3			
Workers each location	4	0	4	0	4			
	<b>Units</b>	<b>Cost PCTY</b>	<b>Units</b>	<b>Cost PCTY/PISD</b>	<b>Units</b>	<b>Cost PCTY/FISD</b>	<b>Units</b>	<b>Cost FISD/PISD/PCTY</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	462	\$4,620.00	0	\$0.00	117	\$1,170.00
Church Rental (PISD Only)	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
Total		\$0.00		\$6,743.00		\$0.00		\$1,749.00
Number of Entities Sharing Costs		1		2		2		3
SubTotal		\$0.00		\$3,371.50		\$0.00		\$583.00
<b>Grand Total</b>		<b>\$3,954.50</b>						

### ADMINISTRATIVE EXPENSES

Number of Early Voting Locations	6	0	0	0	6			
Number of Election Day Locations	14	0	11	0	3			
	<b>Units</b>	<b>Cost PCTY</b>	<b>Units</b>	<b>Cost PCTY/PISD</b>	<b>Units</b>	<b>Cost PCTY/FISD</b>	<b>Units</b>	<b>Cost FISD/PISD/PCTY</b>
Manual Recount Deposit (if needed)	1	\$60.00	0	\$0.00	0	\$0.00	0	\$0.00
Process Pollworker Checks	0	\$0.00	44	\$66.00	0	\$0.00	36	\$54.00
Process Election Judge Notices	0	\$0.00	22	\$33.00	0	\$0.00	18	\$27.00
Total		\$0.00		\$99.00		\$0.00		\$81.00
Number of Entities Sharing Costs		1		2		2		3
SubTotal		\$0.00		\$49.50		\$0.00		\$27.00
<b>Grand Total</b>		<b>\$76.50</b>						

**ESTIMATED CHARGES FOR CITY OF PLANO**

May 14, 2011

**Exhibit "C"**

**SUPPLY COST**

Number of Early Voting Locations	6	0	0	0	6
Number of Election Day Locations	14	0	11	0	3
		<b>Units Cost PCTY</b>	<b>Units Cost PCTY/PISD</b>	<b>Units Cost PCTY/FISD</b>	<b>Units Cost FISD/PISD/PCTY</b>
Sample Ballots	\$0.0690 each	1250 \$86.25	7500 \$517.50	1250 \$86.25	0 \$0.00
Early Voting Mail Ballots	\$1.20 each	25 \$30.00	1000 \$1,200.00	25 \$30.00	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	500 \$83.50	5000 \$835.00	750 \$125.25	0 \$0.00
Early voting and election day kits	\$25.00 each	0 \$0.00	11 \$275.00	0 \$0.00	9 \$225.00
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	11 \$132.00	0 \$0.00	9 \$108.00
Printer Labels	\$15.13 each	0 \$0.00	12 \$181.56	0 \$0.00	15 \$226.95
<b>Total</b>		<b>\$209.75</b>	<b>\$3,151.06</b>	<b>\$251.50</b>	<b>\$609.95</b>
Number of Entities Sharing Costs		<u>1</u>	<u>2</u>	<u>2</u>	<u>3</u>
<b>SubTotal</b>		<b>\$209.75</b>	<b>\$1,575.53</b>	<b>\$125.75</b>	<b>\$203.32</b>
<b>Grand Total</b>	<b>\$2,114.35</b>				

**EQUIPMENT RENTAL COST**

Number of Early Voting Locations	6	0	0	0	6
Number of Election Day Locations	14	0	11	0	3
		<b>Units Cost PCTY</b>	<b>Units Cost PCTY/PISD</b>	<b>Units Cost PCTY/FISD</b>	<b>Units Cost FISD/PISD/PCTY</b>
Voting Machines	\$150.00 each	0 \$0.00	44 \$6,600.00	0 \$0.00	48 \$7,200.00
Machine Drayage/L&A/Gas	\$40.74 each	0 \$0.00	44 \$1,792.56	0 \$0.00	54 \$2,199.96
Transfer Cases	\$5.00 each	0 \$0.00	11 \$55.00	0 \$0.00	3 \$15.00
Metal Signs	\$1.00 each	0 \$0.00	22 \$22.00	0 \$0.00	18 \$18.00
Wood Signs	\$2.00 each	0 \$0.00	11 \$22.00	0 \$0.00	9 \$18.00
Large Early Voting Signs	\$5.00 each	0 \$0.00	0 \$0.00	0 \$0.00	6 \$30.00
Early Voting Cabinet	\$50.00 each	0 \$0.00	0 \$0.00	0 \$0.00	6 \$300.00
Tote Box	\$1.00 each	0 \$0.00	11 \$11.00	0 \$0.00	3 \$3.00
Early Voting Computer	\$300.00 each	0 \$0.00	0 \$0.00	0 \$0.00	6 \$1,800.00
<b>Total</b>		<b>\$0.00</b>	<b>\$8,502.56</b>	<b>\$0.00</b>	<b>\$11,583.96</b>
Number of Entities Sharing Costs		<u>1</u>	<u>2</u>	<u>2</u>	<u>3</u>
<b>SubTotal</b>		<b>\$0.00</b>	<b>\$4,251.28</b>	<b>\$0.00</b>	<b>\$3,861.32</b>
<b>Grand Total</b>	<b>\$8,112.60</b>				

## TABULATION

Tabulation Network	\$4,000.00
Programming	\$2,050.00
Spanish Interpreter f/Audio Ballot	\$350.00
Notice of Inspection/Tabulation Test	<u>\$1,750.00</u>
Total	\$8,150.00
Number of Entities	<u>30</u>
Total Per Entity	\$271.67

## CENTRALIZED COSTS

Early Voting Ballot Board	\$1,000.00
Cost for Central Count Workers	\$1,500.00
FICA on Election Workers	\$2,000.00
Assemble EV Location	\$50.00
Early Voting Machines in McKinney (8)	\$1,200.00
Early Voting Computer in McKinney	\$300.00
Early Voting Personnel in McKinney	\$4,100.00
Printer Labels for Early Voting in McKinney	\$75.00
Ballot Style Setup Fee & Delivery	\$400.00
County Overtime and Temporaries	\$20,000.00
FICA & Retirement for County Employees	<u>\$2,500.00</u>
Total	\$33,125.00
Number of Entities	<u>22</u>
Total Per Entity	\$1,505.68

**Total for Tabulation & Centralized Costs** **\$1,777.35**

## SUMMARY OF COSTS FOR CITY OF PLANO

<b>SUPPLY COST</b>	\$2,114.35
<b>EQUIPMENT RENTAL COST</b>	\$8,112.60
<b>EARLY VOTING</b>	\$8,881.43
<b>ELECTION DAY</b>	\$3,954.50
<b>ADMINISTRATIVE EXPENSES</b>	\$76.50
<b>TABULATION/CENTRALIZED COSTS</b>	\$1,777.35
Total	\$24,916.73
10% Administrative Fee	<u>\$2,491.67</u>
<b>Grand Total</b>	<b>\$27,408.40</b>
<b>90% Due County by 4/8/11</b>	<b>\$24,667.56</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 Board of Trustees of the Frisco Independent School District (FISD) known as the Schools, 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 and the Schools do hereby agree, pursuant to the provisions of the Texas Election Code, to hold a joint election for the General Elections of the parties to be held on Saturday, May 14, 2011, for the purposes of establishing the terms and conditions for sharing expenses associated with the elections to be held in May 2011, 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 utilized by the City with the following exceptions:
  - a. FISD shall be solely responsible for early voting expenses at Preston Ridge Campus of Collin County Community College and agrees that City ballots will be included at this location.
  - b. PISD shall be solely responsible for early voting expenses at Murphy Municipal Complex and Renner Frankford Library and agrees that City ballots will be included at these locations.
2. Each entity shall pay its pro-rata share of expenses for the three election day polling locations at Brinker Elementary School, Bethany Elementary School and Robinson Middle School and the remaining expenses for all other Collin County voter polling locations in the City shall be shared equally between the City and PISD.

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 14, 2011. 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 14, 2011, Joint Elections; however, the entity will be liable to Collin County Elections Administrator for the contract preparation fee of \$75.00 .

**APPROVED BY THE CITY COUNCIL OF THE CITY OF PLANO, TEXAS** in its meeting held the \_\_\_\_\_ day of \_\_\_\_\_, 2011, and executed by its authorized representative.

By: \_\_\_\_\_ Attest: \_\_\_\_\_  
 City Manager Diane Zucco, City Secretary  
 Approved as to form: \_\_\_\_\_  
 Diane C. Wetherbee, City Attorney

**APPROVED BY THE TRUSTEES OF THE FRISCO INDEPENDENT SCHOOL DISTRICT** in its meeting held the \_\_\_\_\_ day of \_\_\_\_\_, 2011, and executed by its authorized representative.

By: \_\_\_\_\_ Attest: \_\_\_\_\_  
 Dr. Rick Reedy, Superintendent Dan Mossakowski, President  
 Board of Trustees

**APPROVED BY THE TRUSTEES OF THE PLANO INDEPENDENT SCHOOL DISTRICT** in its meeting held the \_\_\_\_\_ day of \_\_\_\_\_, 2011, and executed by its authorized representative.

By: \_\_\_\_\_ Attest: \_\_\_\_\_  
 Dr. Douglas W. Otto, Superintendent of Schools Lloyd "Skip" Jenkins, President  
 Board of Trustees

AFFIDAVIT OF NO PROHIBITED INTEREST

CITY SECRETARY'S OFFICE

I, the undersigned declare that I am authorized to make this statement on behalf of SHARON ROWE and I have made a reasonable inquiry and, to the best of my knowledge, no person or officer of the Collin County Elections Adm. is employed by the City of Plano or is an elected or appointed official of the City of Plano within the restrictions of the Plano City Charter.

I am aware that Section 11.02 of the City Charter states:

"No officer or employee of the city shall have a financial interest, direct or indirect, in any contract with the city, nor shall be financially interested, directly or indirectly, in the sale to the city of any land, or rights or interest in any land, materials, supplies or service. The above provision shall not apply where the interest is represented by ownership of stock in a corporation involved, provided such stock ownership amounts to less than one (1) per cent of the corporation stock. Any violation of this section shall constitute malfeasance in office, and any officer or employee of the city found guilty thereof shall thereby forfeit his office or position. Any violation of this section with the knowledge, express or implied, of the persons or corporation contracting with the city shall render the contract voidable by the city manager or the city council."

I further understand and acknowledge that a violation of Section 11.02 of the City Charter at anytime during the term of this contract will render the contract voidable by the City.

SHARON ROWE

Name of Contractor

By:

Sharon Rowe  
Signature

SHARON ROWE

Print Name

ELECTIONS ADMINISTRATOR

Title

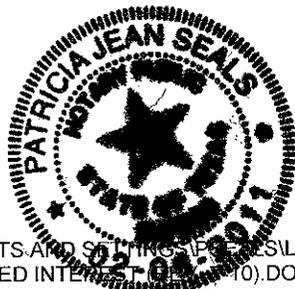
2-11-11

Date

STATE OF TEXAS §

COUNTY OF COLLIN §

SUBSCRIBED AND SWORN TO before me this 11<sup>th</sup> day of February 2011.



Patricia Jean Seals  
Notary Public, State of TEXAS