COLLIN COUNTY

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DATE:   April 15, 2019

TO:      Commissioners Court

FROM:  Bruce Sherbet

RE:       Election Department Enhancements (Phase 5)

The Elections Department has identified areas needing enhancement in relation to transitioning to the new ExpressVote voting system and in preparation for the 2020 Presidential Primary and General Elections. Funding is available in 1033, Contract Elections Fund, for the following requested enhancements:

## Asset Management and Tracking Software/Hardware for Election Equipment and Supplies

Comprehensive end-to-end tracking of voting equipment, ballots, electronic pollbooks and supplies is an essential function in elections administration. It is critical to maintain a well-documented chain of custody throughout ballot preparation, testing of equipment, packaging and deployment to and from polling places. Currently, the asset management functions stated above are performed using separate, non-interfacing databases including some processes requiring manual documentation.

Recommend purchasing an asset management product that provides comprehensive tracking of elections administration processes including equipment packaging and deployment, testing processes, preventative maintenance and inventory monitoring.

Estimated cost is: $14,000.00 Software
                              $7,000.00   Hardware
(2 desktop computers, 2 tablets, 6 Bluetooth scanners, 3 rolling carts)

## Election Services Contract Management Software

Political parties and local governmental entities contract with the Elections Department for turnkey assistance in conducting their elections. In addition to the political parties, there are 31 cities, 22 school districts, CCCCD and numerous

MUDS/SUDS located wholly or partially in Collin County that contract for election services. Election service contracts specify in detail the duties and services that are being provided. The costs associated for the services are itemized and are proportioned accordingly among participants. The Elections Department needs to upgrade to a more comprehensive and interactive software solution for election contracting and budgeting for election services.

Recommend purchasing a software solution that manages election services contracts including budgeting and billing processes for all phases of an election.

Estimated cost is $34,000.00

**E-Pollbook Voter Qualifying Laptops Needing Replacement**

The Elections Department is currently deploying 249 laptop computers to polling places for use in qualifying voters. Of the 249 laptops in inventory, the warranty has expired on 122 of them. IT has recommended they need to be replaced. Following is a breakdown of the current e-pollbook laptop inventory:

50 T530 Laptops – **Warranty Expired 09/25/16**
72 T540 Laptops – **Warranty Expired 08/31/18**
127 T560 Laptops – Warranty Expires 06/23/20

Recommend that the county replace the older and out of warranty (72) T540 laptops and (50) T530 laptops.

Estimated cost is: $195,200.00    (122 laptops @ $1,600.00 ea.)

**Increase Inventory of E-Pollbook Voter Qualifying Laptops and Peripherals**

Due to population increases in Collin County and the increased voter turnout in major elections, additional e-pollbook voter qualification stations will be needed to avoid bottlenecking at polling places.

Recommend increasing current inventory of e-pollbooks and peripherals from 249 voter qualification stations to 300 voter qualification stations.  Estimated cost is: $184,365.00  (51 laptops @ $1,600.00 ea., 50 licenses and peripherals @ $2,015.00 ea.)

**Increase Inventory of ExpressPass Printers**

A component of the new ExpressVote voting system is the ExpressPass printer. The ExpressPass printer connects to each e-pollbook voter qualifying laptop and is used to print the voter's precinct number, ballot style number and the unique ballot sequence number on the blank ballot that is used by the voter. The recent purchase

of the ExpressVote voting system included 260 ExpressPass printers (enough to cover current inventory of e-pollbook laptops). If the above request is approved to increase the number of e-pollbook laptops from 249 to 300, additional ExpressPass printers will be needed to accommodate the increase.

Recommend increasing inventory of ExpressPass printers from current inventory of 260 to 320.

Estimated cost is: $43,500.00     (60 ExpressPass printers @ $725.00 ea.)

## Purchase Ballot Stock for ExpressVote Voting System

The new ExpressVote voting system uses touch screen technology for voters to mark their ballot and the voter's selections are then printed on a paper ballot for review. The marked paper ballot is then processed by the voter into a ballot scanning device. The ExpressVote ballot stock is a proprietary item that must be purchased from Election Systems and Software (ES&S). The Elections Department needs to purchase ballot stock no later than August 2019 in preparation for the upcoming election cycle. There are no funds identified in FY19 budget for the purchase of ExpressVote ballot stock.

Recommend purchasing ExpressVote ballot stock in quantity to support the upcoming election cycle.

Estimated cost is: $100,000.00      (1,000,000 ExpressVote ballot stock @ .10 ea.)

## Desktop Computers for Early Voting Ballot Board

One of the critical functions performed by the Early Voting Ballot Board is signature verification of the absentee ballot by mail applications and the returned carrier envelopes containing the voted ballot. On July 24, 2017, Commissioners Court approved purchase of BallotBoard Verification software to provide enhanced security and improvement to the signature verification processes. The Ballot Board Verification software was initially installed on computers in the Elections Department that are also used for phone bank personnel during elections. The shared use of the computers is not feasible in major elections. In preparation for the 2020 Presidential Primary and General Elections, it will be necessary to dedicate these computers solely to phone bank operations thus making the computers unavailable to the Ballot Board.

Recommend purchasing computers and transfer the BallotBoard Verification software on them to be used by the Early Voting Ballot Board for the required absentee ballot by mail signature verification processes.

Estimated cost is:  $17,200.00 (8 computers/licenses @ $2,000.00, 8 computer tables @ $150.00)

## Soft-Sided Carry Cases for ExpressVote Ballot Marking Devices (BMD)

ExpressVote ballot marking devices are delivered to polling places inside the self-contained voting booths and the voting booths are secured inside election supply carrier (ESC) transport cabinets. Each ESC holds 10 ballot marking devices. Field technicians are equipped with extra EspressVote ballot marking devices to replace any units that need to be taken out of service. If an ExpressVote is replaced at a polling place, the voting booth does not need to be replaced.

Recommend purchasing 24 soft-sided ExpressVote BMD carry cases for use in transporting replacement ExpressVote ballot marking devices.

Estimated cost is: $4,200.00  (24 soft-sided carry cases @ $175.00)

## Soft-Sided Carry Cases for DS200 Ballot Scanners

State law prohibits using the same ballot scanners that were used in early voting locations for election day locations. As a result, the DS200 ballot scanners used in early voting locations must be switched out with an election day scanner after early voting has ended.

Recommend purchasing 100 soft-sided DS200 ballot scanner carry cases for switch out of early voting units to election day units.

Estimated cost is: $11,000.00  (100 soft-sided cases @ $110.00 ea.)

## Shrink Wrap System for Packaging Unused Ballots

Blank thermal paper cardstock used for voting is provided to polling places in sealed packages containing 250 ballots. Unused ballot cardstock is returned with the election supplies. Opened partial packets of unused ballots can be redistributed in future elections but first must be repackaged in quantities of 250 ballots.

Recommend purchasing 3 Industrial Shrink Wrap Systems that will be used for repackaging blank thermal paper cardstock from partially used packages.

Estimated cost is: $1,650.00   (3 Shrink Wrap Systems @ $550.00 ea.)

## Mobile Carts for Transporting Ballot Bins and Ballot Supplies

Mobile carts are needed for transporting and temporarily storing ballot bins containing voted ballots at the Elections Department. In addition, mobile carts are needed for ballot distributions when preparing election supplies.

Recommend purchasing 24 mobile carts for transporting/storing ballot bins containing voted ballots and 5 mobile carts for ballot distributions.

Estimated cost is: $3,670.00   (24 carts @ $80.00 and 5 carts @ $350.00)

## Cost Summary

Funding source for the below requested items is 1033, Contract Election Fund:

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|---|---|
| Asset Management Software/Hardware | $21,000.00 |
| Election Services Contract Software | $34,000.00 |
| E-Pollbooks Needing Replacement | $195,200.00 |
| Additional E-Pollbooks | $184,365.00 |
| Additional ExpressPass Printers | $43,500.00 |
| Purchase Ballot Stock for ExpressVote | $100,000.00 |
| Desktop Computers for Ballot Board | $17,200.00 |
| Soft-Sided Cases for ExpressVote BMD | $4,200.00 |
| Soft-Sided cases for DS200 Scanners | $11,000.00 |
| Shrink Wrap Systems | $1,650.00 |
| Mobile Carts | $3,670.00 |
| **TOTAL** | **$615,785.00** |