



MARICOPA COUNTY OFFICE OF PROCUREMENT SERVICES

DETERMINATION: EXERCISE CONTRACT EXTENSION OPTION
BID SERIAL TITLE: Printing and Distribution of Election Ballots
BID SERIAL NUMBER: 10124-SS

This Contract must be extended for a term of up to one-month, thru October 31, 2021. The remaining MA balance in Advantage 3x of \$988,784 is sufficient to cover this term, so no in additional funding is required.

1. The agreement to extend is a concurrent decision made by the using agency (Richard Greene, Recorder/Elections), the undersigned and the following Contractor (Runbeck).
2. The applicable inflation rate (CPI) is 15.13%.
3. Contractor has agreed to maintain the current pricing structure, which has been in effect since 2016.
4. A market survey was not conducted because the pricing structure has not changed since 2016.
5. This solicitation was a Sole Source, so price was only one of the determining factors for award.
6. There is no State of Arizona or other Intergovernmental Agreement Contract in effect for the items covered under this contract.
7. Initial Contract Award Value (SIRE) \$37,000,000
8. Previous Contract Increase/Renewal Value \$34,500,000
9. Total Advantage 2x Spend \$28,377,911
10. Total Advantage 3x Spend \$42,135,049 as of 9/24/21
11. MA Available Amount \$988,784
12. Average Annual Contract Expenditure: \$6,410,269
13. Current MA Threshold \$43,124,150
14. Requested Renewal Value Increase Amount \$0
15. New Contract Value \$71,500,000 (Initial+ Previous Increase + Requested Increase)
16. New MA Threshold \$43,124,150

17. OPS AGENDA TEXT:

This Contract provides for the printing, delivery, and/or mailing of official election ballots, sample ballots, election day registers and rosters, any printing that is the result of litigation, early ballot inserts, early ballot envelopes (outgoing and incoming), and all other notices or items that are specifically related to early voting.

This Contract that expires September 30, 2021 contains an option for extension and is being extended for a term of one month thru October 31, 2021 to allow time to award a new contract. The remaining MA balance in Advantage 3x of 988,784 is sufficient to cover anticipated spend thru the end of this new term.

CONTRACT CHANGE ORDER HISTORY:

Contract renewal and value increase of \$31,000,000 approved on BOS agenda on December 9, 2015.

Contract value increase of \$2,500,000 approved on BOS agenda on December 9, 2020.

Contract value increase of \$1,000,000 approved on BOS agenda on August 4, 2021.

Based on the above, and in accordance with article **MC1-308** of the Maricopa County Procurement Code, I hereby determine that at this time, a competitive procurement is not more advantageous to Maricopa County than to exercise the option to renew the term of this Contract.



Brian Walsh
Sr. Procurement Officer

9-24-21
Date



Maricopa County

Office of Procurement Services

www.maricopa.gov

Chief Procurement Officer

160 South 4th Avenue
Phoenix, AZ 85003
Phone: (602) 506-3967
Fax: (602) 506-6766

September 7, 2021

Runbeck Election Services, Inc.
2800 S. 36th St.
Phoenix, AZ 85034

Your company currently holds a contract **10124-SS, Printing and Distribution of Election Ballots** with Maricopa County. This Contract provides for an extension under the same terms, conditions and pricing, if both parties agree. Please advise in the space provided below whether you would be willing to extend this contract for one month.

This letter does not guarantee a contract or an offer to extend. It is intended solely to determine whether your company is interested in extending the contract.

The individual signing this extension letter acknowledges that they are authorized to contractually obligate their company for an additional contract term.

Please advise this office by **9/10/21**. Thank you for your consideration.

By:

A handwritten signature in blue ink, appearing to read "Brian Walsh", written over a horizontal line.

Brian Walsh, Sr. Procurement Officer
Office of Procurement Services

By:

DocuSigned by:
A handwritten signature in blue ink, appearing to read "Rizwan", written over a horizontal line.

894F17320B0C4D2...
Signature - Approved

Signature - Disapproved

Rizwan Fidai vice President of Sales

PRINT NAME AND TITLE

SERIAL 10124-SS

**OFFICE OF PROCUREMENT SERVICES
160 SOUTH 4TH AVE.
PHOENIX, AZ 85003**

September 7, 2021

Runbeck Election Services Inc. currently holds a contract **10124-SS, Printing and Distribution of Election Ballots**. This contract will expire on **September 30, 2021**. This contract provides for an extension on the same terms, conditions and pricing, if both parties agree. Please advise in the space provided below whether you would be willing to extend this contract for **one month (until 10/31/2021)**.

Please advise this office by **9/10/21**

It is recommended that **\$1,000,000** additional funds are required for the next **month**. If more funds are required, please include the correct funding amount below. Note: OPS can only add funds up to \$100,000. If additional funds are needed you are responsible for submitting a request on the board agenda.

\$ _____

Thank you for your consideration.



Brian Walsh, Sr. Procurement Officer

Please type your initials next to the appropriate response and send your **e-mail** to **brian.walsh@maricopa.gov**.

 X

Approved

Disapproved



Richard Green, Financial Services Director

TYPE NAME & TITLE

Serial: 10124-SS

**OFFICE OF PROCUREMENT SERVICES
160 SOUTH 4TH AVE.
PHOENIX, AZ 85003**

September 7, 2021

Runbeck Election Services Inc. currently holds a contract **10124-SS, Printing and Distribution of Election Ballots**. This contract will expire on **September 30, 2021**. This contract provides for an extension on the same terms, conditions and pricing, if both parties agree. Please advise in the space provided below whether you would be willing to extend this contract for **one month (until 10/31/2021)**.

Please advise this office by **9/10/21**

It is recommended that **\$1,000,000** additional funds are required for the next **month**. If more funds are required, please include the correct funding amount below. Note: OPS can only add funds up to \$100,000. If additional funds are needed you are responsible for submitting a request on the board agenda.

\$ _____

Thank you for your consideration.



Brian Walsh, Sr. Procurement Officer

Please type your initials next to the appropriate response and send your **e-mail** to **brian.walsh@maricopa.gov**.

 X

Approved

Disapproved



Richard Green, Financial Services Director

TYPE NAME & TITLE

Serial: 10124-SS

CPI for All Urban Consumers (CPI-U) Original Data Value

Series Id: CUUR0400SA0
Not Seasonally Adjusted
Series Title: All items in West urban, all urban consumers, not
Area: West
Item: All items
Base Period: 1982-84=100
Years: 2011 to 2021

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
2011	223.149	224.431	226.558	227.837	228.516	228.075	227.805	228.222	229.147	229.195	228.771
2012	228.980	229.995	232.039	232.561	233.053	232.701	231.893	233.001	234.083	234.966	233.206
2013	232.759	234.595	235.511	235.488	235.979	236.227	236.341	236.591	237.146	237.000	236.153
2014	236.707	237.614	239.092	239.808	241.350	241.616	241.850	241.660	241.920	241.650	240.220
2015	238.318	239.748	241.690	242.302	244.227	244.332	245.040	244.737	244.257	244.341	243.749
2016	244.600	244.821	245.404	246.589	247.855	248.228	248.375	248.498	249.234	249.897	249.448
2017	250.814	252.252	252.949	253.806	254.380	254.469	254.708	255.282	256.504	257.223	257.126
2018	258.638	259.986	260.994	262.037	263.240	263.732	263.971	264.395	265.105	266.195	265.658
2019	265.624	266.215	267.370	269.522	270.880	270.957	271.029	271.264	272.102	273.524	273.128
2020	273.340	274.412	273.995	272.913	273.062	274.155	275.597	276.443	276.422	276.876	276.875
2021	277.238	278.702	280.625	283.507	285.793	15.13%					

Dec	Annual	HALF1	HALF2
228.117	227.485	226.428	228.543
232.029	232.376	231.555	233.196
236.096	235.824	235.093	236.555
239.095	240.215	239.365	241.066
243.434	243.015	241.770	244.260
249.516	247.705	246.250	249.161
257.347	254.738	253.112	256.365
265.209	263.263	261.438	265.089
272.584	270.350	268.428	272.272
276.593	275.057	273.646	276.468

RUNBECK ELECTION SERVICES INC

Ordering Address

PR001

Vendor Alias/DBA Name	
Vendor Code	VC0000001910
Old Vendor Code	20110006920
Vendor Active Status	Active
Vendor Street 1	2800 S 36TH ST
Vendor Street 2	
City, State ZIP	PHOENIX, AZ 85034
Vendor Phone	602-230-0510

Contact ID	Contact Name	Contact Phone	Contact Email
PC0000000009	Bob Shepler	602-230-0510	BShepler@runbeck.net

Procurement Folder ID: 1069**Procurement Title: PRINTING AND DISTRIBUTION OF ELECTION BALLOTS****Fiscal Year: 2017**

Award Document	Department	Vendor	PR Line Amount	Spent/Disbursed Amount
MA,D730,10124SS-P	Elections	RUNBECK ELECTION SERVICES INC	8,309,373.47	8,309,373.47
Total for MA,D730,10124SS-P:			\$8,309,373.47	\$8,309,373.47
Total for Fiscal Year 2017:			\$8,309,373.47	\$8,309,373.47

Fiscal Year: 2018

Award Document	Department	Vendor	PR Line Amount	Spent/Disbursed Amount
MA,D730,10124SS-P	Elections	RUNBECK ELECTION SERVICES INC	5,420,488.79	5,416,824.52
Total for MA,D730,10124SS-P:			\$5,420,488.79	\$5,416,824.52
Total for Fiscal Year 2018:			\$5,420,488.79	\$5,416,824.52

Fiscal Year: 2019

Award Document	Department	Vendor	PR Line Amount	Spent/Disbursed Amount
MA,D730,10124SS-P	Elections	RUNBECK ELECTION SERVICES INC	8,847,046.36	8,840,388.37
Total for MA,D730,10124SS-P:			\$8,847,046.36	\$8,840,388.37
Total for Fiscal Year 2019:			\$8,847,046.36	\$8,840,388.37

Fiscal Year: 2020

Award Document	Department	Vendor	PR Line Amount	Spent/Disbursed Amount
MA,D730,10124SS-P	Elections	RUNBECK ELECTION SERVICES INC	6,704,496.28	6,702,858.49
Total for MA,D730,10124SS-P:			\$6,704,496.28	\$6,702,858.49
Total for Fiscal Year 2020:			\$6,704,496.28	\$6,702,858.49

Procurement Folder ID: 1069

Procurement Title: PRINTING AND DISTRIBUTION OF ELECTION BALLOTS

Fiscal Year: 2021

Award Document		Department	Vendor	PR Line Amount	Spent/Disbursed Amount
MA,D730,10124SS-P	Elections		RUNBECK ELECTION SERVICES INC	12,128,655.54	12,124,312.81
Total for MA,D730,10124SS-P:				\$12,128,655.54	\$12,124,312.81
Total for Fiscal Year 2021:				\$12,128,655.54	\$12,124,312.81

Fiscal Year: 2022

Award Document		Department	Vendor	PR Line Amount	Spent/Disbursed Amount
MA,D730,10124SS-P	Elections		RUNBECK ELECTION SERVICES INC	724,988.15	720,750.00
Total for MA,D730,10124SS-P:				\$724,988.15	\$720,750.00
Total for Fiscal Year 2022:				\$724,988.15	\$720,750.00
Grand Total:				\$42,135,048.59	\$42,114,507.66



Maricopa County

Office of Procurement Services

www.maricopa.gov

Chief Procurement Officer

160 South 4th Avenue
Phoenix, AZ 85003
Phone: (602) 506-3967
Fax: (602) 506-6766

September 30, 2021

We are pleased to notify you that Maricopa County has extended your contract to supply, **PRINTING AND DISTRIBUTION OF ELECTION BALLOTS** as indicated on the attached award sheet with an effective date of **October 1, 2021**.

In accordance with the bid specifications, purchasing documents will be forwarded to you covering the specific items of this award, which will include deliveries and terms.

If you have any questions regarding **Serial 10124-SS**, please contact **Brian Walsh** at **(602) 506-3243**.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian Walsh", written over a horizontal line.

Brian Walsh, Sr. Procurement Officer
Office of Procurement Services

BW/yy
Attachments

cc: Office of Procurement Services
re: **SERIAL 10124-SS**

RECOMMENDATION FOR EXTENSION: September 30, 2021 - Department Agenda

Serial Number/ Material/Services	Value of Extension	Recommendation of Award	Awardee(s):
10124-SS, Printing and Distribution of Election Ballots	\$ 0.00 No in additional funding is required. Est. / 1 month	Basis of Award(s): Extension Contract to cover period ending: October 31, 2021 Initial Award Date: May 09, 2011 (Eff. 07/01/2011)	Runbeck Election Services, Inc

Buyer Name & Phone Number:	Brian Walsh, (602) 506-3243
Initial Contract Value:	\$ 37,000,000.00
Previous Contract Increase/Renewal Value:	\$ 34,500,000
Requested Extension Value Increase:	\$ 0.00
New Contract Value:	\$ 71,500,000
New MA Threshold	\$ 43,124,150

<u>OFFICE OF PROCUREMENT SERVICES INFORMATION:</u> This Contract provides for the printing, delivery, and/or mailing of official election ballots, sample ballots, election day registers and rosters, any printing that is the result of litigation, early ballot inserts, early ballot envelopes (outgoing and incoming), and all other notices or items that are specifically related to early voting. This Contract that expires September 30, 2021 contains an option for extension and is being extended for a term of one month thru October 31, 2021 to allow time to award a new contract. The remaining MA balance in Advantage 3x of 988,784 is sufficient to cover anticipated spend thru the end of this new term. It is requested by the Recorder/Election Department that the Chief Procurement Officer approve the subject Extension of the attached Price Agreement, with an effective date of October 1, 2021. <u>DEPARTMENT CONTACT PERSON:</u> Richard Greene, Recorder/Elections Department	Reviewed By: ____BW____ Procurement Officer
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BW/yy

SERIAL 10124-SS

PRINTING AND DISTRIBUTION OF ELECTION BALLOTS

DATE OF LAST REVISION: September 30, 2021 CONTRACT END DATE: October 31, 2021

CONTRACT PERIOD THROUGH ~~JUNE SEPTEMBER~~ OCTOBER 30 31, 2016 2021

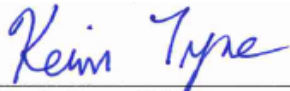
TO: All Departments

FROM: Office of Procurement Services

SUBJECT: Contract for **PRINTING AND DISTRIBUTION OF ELECTION BALLOTS**

Attached to this letter is published an effective purchasing contract for products and/or services to be supplied to Maricopa County activities as awarded by Maricopa County on **May 09, 2011 (Eff. 07/01/11)**.

All purchases of products and/or services listed on the attached pages of this letter are to be obtained from the vendor holding the contract. Individuals are responsible to the vendor for purchases made outside of contracts. The contract period is indicated above.



Kevin Tyne, Chief Procurement Officer
Office of Procurement Services

BW/yy
Attach

Copy to: Office of Procurement Services
Richard Green, Recorder/Election Office

(Please remove Serial 05155-SS from your contract notebooks)



CONTRACT PURSUANT TO RFP

SERIAL 10124-SS

This Contract is entered into this 11th day of May, 2011 by and between Maricopa County ("County"), a political subdivision of the State of Arizona, and Runbeck Election Services, Inc., an Arizona corporation ("Contractor") for the purchase of PRINTING AND DISTRIBUTION OF ELECTION BALLOTS services.

1.0 CONTRACT TERM:

- 1.1 This Contract is for a term of five (5) years, beginning on the 1st day of July, 2011 and ending the 30th 31st day of ~~June~~ ~~September~~ **October, 2016 2021.**
- 1.2 The County may, at its option and with the agreement of the Contractor, renew the term of this Contract for additional terms up to a maximum of Five (5) years, (or at the County's sole discretion, extend the contract on a month-to-month bases for a maximum of six (6) months after expiration). The County shall notify the Contractor in writing of its intent to extend the Contract term at least thirty (30) calendar days prior to the expiration of the original contract term, or any additional term thereafter.

2.0 FEE ADJUSTMENTS:

Any request for fee adjustments (outside of paper costs) must be submitted sixty (60) days prior to the current Contract expiration date. Requests for adjustment in cost of labor and/or materials must be supported by appropriate documentation. If County agrees to the adjusted fee, County shall issue written approval of the change. The reasonableness of the request will be determined by comparing the request with the (Consumer Price Index) or by performing a market survey.

Any request for fee adjustments (paper costs) must be submitted sixty (60) days prior to the current Contract annual anniversary dates. Requests for adjustment in cost of labor and/or materials must be supported by appropriate documentation. If County agrees to the adjusted fee, County shall issue written approval of the change. The reasonableness of the request will be determined by comparing the request with the (CWT price) or by performing a market survey.

3.0 PAYMENTS:

- 3.1 **As** consideration for performance of the duties described herein, County shall pay Contractor the sum(s) stated in Exhibit "A."
- 3.2 Payment shall be made upon the County's receipt of a properly completed invoice.
- 3.3 INVOICES:
 - 3.3.1 The Contractor shall submit two (2) legible copies of their detailed invoice before payment(s) can be made. At a minimum, the invoice must provide the following information: Minimum invoice for ballot printing will be \$1,200.00.

- Company name, address and contact
- County bill-to name and contact information

- Contract serial number
- County purchase order number
- Invoice number and date
- Payment terms
- Date of service or delivery
- Quantity
- Contract Item number(s)
- Description of service provided
- Pricing per unit of service
- Extended price
- Total Amount Due

- 3.3.2 Problems regarding billing or invoicing shall be directed to the County as listed on the Purchase Order.
- 3.3.3 Payment shall be made to the Contractor by Accounts Payable through the Maricopa County Vendor Express Payment Program. This is an Electronic Funds Transfer (EFT) process. After Award the Contractor shall fill out an EFT Enrollment form located on the County Department of Finance Website as a fillable PDF document (www.maricopa.gov/finance/)
- 3.3.4 EFT payments to the routing and account numbers designated by the Contractor will include the details on the specific invoices that the payment covers. The Contractor is required to discuss remittance delivery capabilities with their designated financial institution for access to those details.

4.0 AVAILABILITY OF FUNDS:

- 4.1 The provisions of this Contract relating to payment for services shall become effective when funds assigned for the purpose of compensating the Contractor as herein provided are actually available to County for disbursement. The County shall be the sole judge and authority in determining the availability of funds under this Contract. County shall keep the Contractor fully informed as to the availability of funds.
- 4.2 If any action is taken by any state agency, Federal department or any other agency or instrumentality to suspend, decrease, or terminate its fiscal obligations under, or in connection with, this Contract, County may amend, suspend, decrease, or terminate its obligations under, or in connection with, this Contract. In the event of termination, County shall be liable for payment only for services rendered prior to the effective date of the termination, provided that such services are performed in accordance with the provisions of this Contract. County shall give written notice of the effective date of any suspension, amendment, or termination under this Section, at least ten (10) days in advance.

5.0 DUTIES:

- 5.1 The Contractor shall perform all duties stated in Exhibit "B", or as otherwise directed in writing by the Procurement Officer.
- 5.2 During the Contract term, County shall provide Contractor's personnel with adequate workspace for consultants and such other related facilities as may be required by Contractor to carry out its contractual obligations.

6.0 TERMS and CONDITIONS:

6.1 INDEMNIFICATION:

- 6.1.1 To the fullest extent permitted by law, Contractor shall defend, indemnify, and hold harmless County, its agents, representatives, officers, directors, officials, and employees from and against all claims, damages, losses and expenses, including, but not limited to,

attorney fees, court costs, expert witness fees, and the cost of appellate proceedings, relating to, arising out of, or alleged to have resulted from the negligent acts, errors, omissions, mistakes or malfeasance relating to the performance of this Contract. Contractor's duty to defend, indemnify and hold harmless County, its agents, representatives, officers, directors, officials, and employees shall arise in connection with any claim, damage, loss or expense that is caused by any negligent acts, errors, omissions or mistakes in the performance of this Contract by the Contractor, as well as any person or entity for whose acts, errors, omissions, mistakes or malfeasance Contractor may be legally liable.

6.1.2 The amount and type of insurance coverage requirements set forth herein will in no way be construed as limiting the scope of the indemnity in this paragraph.

6.1.3 The scope of this indemnification does not extend to the sole negligence of County.

6.2 INSURANCE REQUIREMENTS:

6.2.1 Contractor, at Contractor's own expense, shall purchase and maintain the herein stipulated minimum insurance from a company or companies duly licensed by the State of Arizona and possessing a current A.M. Best, Inc. rating of A-, VII or higher. In lieu of State of Arizona licensing, the stipulated insurance may be purchased from a company or companies, which are authorized to do business in the State of Arizona, provided that said insurance companies meet the approval of County. The form of any insurance policies and forms must be acceptable to County.

6.2.2 All insurance required herein shall be maintained in full force and effect until all work or service required to be performed under the terms of the Contract is satisfactorily completed and formally accepted. Failure to do so may, at the sole discretion of County, constitute a material breach of this Contract.

6.2.3 Contractor's insurance shall be primary insurance as respects County, and any insurance or self-insurance maintained by County shall not contribute to it.

6.2.4 Any failure to comply with the claim reporting provisions of the insurance policies or any breach of an insurance policy warranty shall not affect the County's right to coverage afforded under the insurance policies.

6.2.5 The insurance policies may provide coverage that contains deductibles or self-insured retentions. Such deductible and/or self-insured retentions shall not be applicable with respect to the coverage provided to County under such policies. Contractor shall be solely responsible for the deductible and/or self-insured retention and County, at its option, may require Contractor to secure payment of such deductibles or self-insured retentions by a surety bond or an irrevocable and unconditional letter of credit.

6.2.6 County reserves the right to request and to receive, within 10 working days, certified copies of any or all of the herein required insurance certificates. County shall not be obligated to review policies and/or endorsements or to advise Contractor of any deficiencies in such policies and endorsements, and such receipt shall not relieve Contractor from, or be deemed a waiver of County's right to insist on strict fulfillment of Contractor's obligations under this Contract.

6.2.7 The insurance policies required by this Contract, except Workers' Compensation, shall name County, its agents, representatives, officers, directors, officials and employees as Additional Insureds.

6.2.8 The policies required hereunder, except Workers' Compensation, shall contain a waiver of transfer of rights of recovery (subrogation) against County, its agents, representatives, officers, directors, officials and employees for any claims arising out of Contractor's work or service.

6.2.9 Commercial General Liability.

Commercial General Liability insurance and, if necessary, Commercial Umbrella insurance with a limit of not less than \$1,000,000 for each occurrence, \$2,000,000 Products/Completed Operations Aggregate, and \$2,000,000 General Aggregate Limit. The policy shall include coverage for bodily injury, broad form property damage, personal injury, products and completed operations and blanket contractual coverage, and shall not contain any provision which would serve to limit third party action over claims. There shall be no endorsement or modification of the CGL limiting the scope of coverage for liability arising from explosion, collapse, or underground property damage.

6.2.10 Automobile Liability.

Commercial/Business Automobile Liability insurance and, if necessary, Commercial Umbrella insurance with a combined single limit for bodily injury and property damage of not less than \$1,000,000 each occurrence with respect to any of the Contractor's owned, hired, and non-owned vehicles assigned to or used in performance of the Contractor's work or services under this Contract.

6.2.11 Workers' Compensation.

Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of Contractor's employees engaged in the performance of the work or services under this Contract; and Employer's Liability insurance of not less than \$1,000,000 for each accident, \$1,000,000 disease for each employee, and \$1,000,000 disease policy limit.

Contractor waives all rights against County and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the Workers' Compensation and Employer's Liability or commercial umbrella liability insurance obtained by Contractor pursuant to this Contract.

6.2.12 Certificates of Insurance.

Prior to commencing work or services under this Contract, Contractor shall have insurance in effect as required by the Contract in the form provided by the County, issued by Contractor's insurer(s), as evidence that policies providing the required coverage, conditions and limits required by this Contract are in full force and effect. Such certificates shall be made available to the County upon 48 hours notice. BY SIGNING THE AGREEMENT PAGE THE CONTRACTOR AGREES TO THIS REQUIREMENT AND UNDERSTANDS THAT FAILURE TO MEET THIS REQUIREMENT WILL RESULT IN CANCELLATION OF THIS CONTRACT.

In the event any insurance policy (ies) required by this Contract is (are) written on a "claims made" basis, coverage shall extend for two (2) years past completion and acceptance of Contractor's work or services and as evidenced by annual Certificates of Insurance.

If a policy does expire during the life of the Contract, a renewal certificate must be sent to County fifteen (15) days prior to the expiration date.

6.2.13 Cancellation and Expiration Notice.

Insurance required herein shall not be permitted to expire, be canceled, or materially changed without thirty (30) days prior written notice to the County.

6.3 WARRANTY OF SERVICES:

- 6.3.1 The Contractor warrants that all services provided hereunder will conform to the requirements of the Contract, including all descriptions, specifications and attachments made a part of this Contract. County's acceptance of services or goods provided by the Contractor shall not relieve the Contractor from its obligations under this warranty.
- 6.3.2 In addition to its other remedies, County may, at the Contractor's expense, require prompt correction of any services failing to meet the Contractor's warranty herein. Services corrected by the Contractor shall be subject to all the provisions of this Contract in the manner and to the same extent as services originally furnished hereunder.

6.4 INSPECTION OF SERVICES:

- 6.4.1 The Contractor shall provide and maintain an inspection system acceptable to County covering the services under this Contract. Complete records of all inspection work performed by the Contractor shall be maintained and made available to County during contract performance and for as long afterwards as the Contract requires.
- 6.4.2 County has the right to inspect and test all services called for by the Contract, to the extent practicable at all times and places during the term of the Contract. County shall perform inspections and tests in a manner that will not unduly delay the work.
- 6.4.3 If any of the services do not conform with Contract requirements, County may require the Contractor to perform the services again in conformity with Contract requirements, at an increase in Contract amount. When the defects in services cannot be corrected by re-performance, County may:
 - Require the Contractor to take necessary action to ensure that future performance conforms to Contract requirements; and
 - Reduce the Contract price to reflect the reduced value of the services performed.
- 6.4.4 If the Contractor fails to promptly perform the services again or to take the necessary action to ensure future performance in conformity with Contract requirements, County may:
 - By Contract or otherwise, perform the services and charge to the Contractor any cost incurred by County that is directly related to the performance of such service; or
 - Terminate the Contract for default.

6.5 REQUIREMENT OF CONTRACT BOND(S):

- 6.5.1 The County may waive the bond requirement and receive an annual discount of \$3250.00 to be applied to the first invoice(s) of each calendar year.

6.6 INTERNET ORDERING CAPABILITY:

The County intends, at its option, to use the Internet to communicate and to place orders under this Contract.

6.7 NOTICES:

All notices given pursuant to the terms of this Contract shall be addressed to:

For County:

Maricopa County
Office of Procurement Services
Attn: Director of Purchasing
~~320 West Lincoln Street~~ **160 South 4th Avenue**
Phoenix, Arizona 85003-2494

For Contractor:

Runbeck Election Services, LLC.
Kevin Runbeck
2404 W. 14th Street Suite #110
Tempe, AZ 85281

6.8 REQUIREMENTS CONTRACT:

- 6.8.1 Contractor signifies its understanding and agreement by signing this document that this Contract is a requirements contract. This Contract does not guarantee any purchases will be made (minimum or maximum). Orders will only be placed when County identifies a need and issues a purchase order or a written notice to proceed.
- 6.8.2 County reserves the right to cancel purchase orders or notice to proceed within a reasonable period of time after issuance. Should a purchase order or notice to proceed be canceled, the County agrees to reimburse the Contractor for actual and documented costs incurred by the Contractor. The County will not reimburse the Contractor for any avoidable costs incurred after receipt of cancellation, or for lost profits, or shipment of product or performance of services prior to issuance of a purchase order or notice to proceed.
- 6.8.3 Purchase orders will be cancelled in writing.

6.9 TERMINATION FOR CONVENIENCE:

The County reserves the right to terminate the Contract, in whole or in part at any time, when it reasonably determines it is in the best interests of the County, without penalty or recourse. Upon receipt of written notice, the Contractor shall immediately stop all work, as directed in the notice, notify all subcontractors of the effective date of the termination and minimize all further costs to the County. In the event of termination under this paragraph, all documents, data and reports prepared by the Contractor under the Contract shall become the property of and be delivered to the County upon demand. The Contractor shall be entitled to receive just and equitable compensation for work in progress, work completed and materials accepted before the effective date of the termination. The Contractor will be given at least one hundred and twenty (120) calendar days notice of any termination for convenience.

6.10 TERMINATION FOR DEFAULT:

- 6.10.1 In addition to the rights reserved in the Contract, the County may terminate the Contract in whole or in part due to the failure of the Contractor to comply with any term or condition of the Contract, to acquire and maintain all required insurance policies, bonds, licenses and permits, or to make satisfactory progress in performing the Contract. The Procurement Officer shall provide written notice of the termination and the reasons for it to the Contractor.

6.10.2 Upon termination under this paragraph, all goods, materials, documents, data and reports prepared by the Contractor under the Contract shall become the property of and be delivered to the County on demand.

6.10.3 The County may, upon termination of this Contract, procure, on terms and in the manner that it deems appropriate, materials or services to replace those under this Contract. The Contractor shall be liable to the County for any excess costs incurred by the County in procuring materials or services in substitution for those due from the Contractor.

6.10.4 The Contractor shall continue to perform, in accordance with the requirements of the Contract, up to the date of termination, as directed in the termination notice.

6.11 STATUTORY RIGHT OF CANCELLATION FOR CONFLICT OF INTEREST:

Notice is given that pursuant to A.R.S. §38-511 the County may cancel this Contract without penalty or further obligation within three years after execution of the contract, if any person significantly involved in initiating, negotiating, securing, drafting or creating the contract on behalf of the County is at any time while the Contract or any extension of the Contract is in effect, an employee or agent of any other party to the Contract in any capacity or consultant to any other party of the Contract with respect to the subject matter of the Contract. Additionally, pursuant to A.R.S §38-511 the County may recoup any fee or commission paid or due to any person significantly involved in initiating, negotiating, securing, drafting or creating the contract on behalf of the County from any other party to the contract arising as the result of the Contract.

6.12 OFFSET FOR DAMAGES;

In addition to all other remedies at law or equity, the County may offset from any money due to the Contractor any amounts Contractor owes to the County for damages resulting from breach or deficiencies in performance under this contract.

6.13 ADDITIONS/DELETIONS OF SERVICE:

The County reserves the right to add and/or delete products and/or services provided under this Contract. If a requirement is deleted, payment to the Contractor will be reduced proportionately to the amount of service reduced in accordance with the proposal price. If additional services and/or products are required from this Contract, prices for such additions will be negotiated between the Contractor and the County.

6.14 RELATIONSHIPS:

In the performance of the services described herein, the Contractor shall act solely as an independent contractor, and nothing herein or implied herein shall at any time be construed as to create the relationship of employer and employee, partnership, principal and agent, or joint venture between the District and the Contractor.

6.15 SUBCONTRACTING:

The Contractor may not assign this Contract or subcontract to another party for performance of the terms and conditions hereof without the written consent of the County, which shall not be unreasonably withheld. All correspondence authorizing subcontracting must reference the Proposal Serial Number and identify the job project.

6.16 AMENDMENTS:

All amendments to this Contract shall be in writing and approved/signed by both parties. Maricopa County **Office of Procurement Services** shall be responsible for approving all amendments for Maricopa County.

6.17 RETENTION OF RECORDS:

- 6.17.1 The Contractor agrees to retain all financial books, records, and other documents relevant to this Contract for six (6) years after final payment or until after the resolution of any audit questions which could be more than six (6) years, whichever is longer. The County, Federal or State auditors and any other persons duly authorized by the Department shall have full access to, and the right to examine, copy and make use of, any and all said materials.
- 6.17.2 If the Contractor's books, records and other documents relevant to this Contract are not sufficient to support and document that requested services were provided, the Contractor shall reimburse Maricopa County for the services not so adequately supported and documented.

6.18 AUDIT DISALLOWANCES:

If at any time, County determines that a cost for which payment has been made is a disallowed cost, such as overpayment, County shall notify the Contractor in writing of the disallowance. County shall also state the means of correction, which may be but shall not be limited to adjustment of any future claim submitted by the Contractor by the amount of the disallowance, or to require repayment of the disallowed amount by the Contractor.

6.19 ALTERNATIVE DISPUTE RESOLUTION:

- 6.19.1 After the exhaustion of the administrative remedies provided in the Maricopa County Procurement Code, any contract dispute in this matter is subject to compulsory arbitration. Provided the parties participate in the arbitration in good faith, such arbitration is not binding and the parties are entitled to pursue the matter in state or federal court sitting in Maricopa County for a de novo determination on the law and facts. If the parties cannot agree on an arbitrator, each party will designate an arbitrator and those two arbitrators will agree on a third arbitrator. The three arbitrators will then serve as a panel to consider the arbitration. The parties will be equally responsible for the compensation for the arbitrator(s). The hearing, evidence, and procedure will be in accordance with Rule 74 of the Arizona Rules of Civil Procedure. Within ten (10) days of the completion of the hearing the arbitrator(s) shall:
- 6.19.1.1 Render a decision;
- 6.19.1.2 Notify the parties that the exhibits are available for retrieval; and
- 6.19.1.3 Notify the parties of the decision in writing (a letter to the parties or their counsel shall suffice).
- 6.19.2 Within ten (10) days of the notice of decision, either party may submit to the arbitrator(s) a proposed form of award or other final disposition, including any form of award for attorneys' fees and costs. Within five (5) days of receipt of the foregoing, the opposing party may file objections. Within ten (10) days of receipt of any objections, the arbitrator(s) shall pass upon the objections and prepare a signed award or other final disposition and mail copies to all parties or their counsel.
- 6.19.3 Any party which has appeared and participated in good faith in the arbitration proceedings may appeal from the award or other final disposition by filing an action in the state or federal court sitting in Maricopa County within twenty (20) days after date of the award or other final disposition. Unless such action is dismissed for failure to prosecute, such action will make the award or other final disposition of the arbitrator(s) a nullity.

6.20 SEVERABILITY:

The invalidity, in whole or in part, of any provision of this Contract shall not void or affect the validity of any other provision of this Contract.

6.21 RIGHTS IN DATA:

The County shall own have the use of all data and reports resulting from this Contract without additional cost or other restriction except as provided by law. Each party shall supply to the other party, upon request, any available information that is relevant to this Contract and to the performance hereunder.

6.22 INTEGRATION:

This Contract represents the entire and integrated agreement between the parties and supersedes all prior negotiations, proposals, communications, understandings, representations, or agreements, whether oral or written, express or implied.

6.23 VERIFICATION REGARDING COMPLIANCE WITH ARIZONA REVISED STATUTES §41-4401 AND FEDERAL IMMIGRATION LAWS AND REGULATIONS:

6.23.1 By entering into the Contract, the Contractor warrants compliance with the Immigration and Nationality Act (INA using e-verify) and all other federal immigration laws and regulations related to the immigration status of its employees and A.R.S. §23-214(A). The contractor shall obtain statements from its subcontractors certifying compliance and shall furnish the statements to the Procurement Officer upon request. These warranties shall remain in effect through the term of the Contract. The Contractor and its subcontractors shall also maintain Employment Eligibility Verification forms (I-9) as required by the Immigration Reform and Control Act of 1986, as amended from time to time, for all employees performing work under the Contract and verify employee compliance using the E-verify system and shall keep a record of the verification for the duration of the employee's employment or at least three years, whichever is longer. I-9 forms are available for download at USCIS.GOV.

6.23.2 The County retains the legal right to inspect contractor and subcontractor employee documents performing work under this Contract to verify compliance with paragraph 6.23.1 of this Section. Contractor and subcontractor shall be given reasonable notice of the County's intent to inspect and shall make the documents available at the time and date specified. Should the County suspect or find that the Contractor or any of its subcontractors are not in compliance, the County will consider this a material breach of the contract and may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension and/or debarment of the Contractor. All costs necessary to verify compliance are the responsibility of the Contractor.

6.24 VERIFICATION REGARDING COMPLIANCE WITH ARIZONA REVISED STATUTES §§35-391.06 AND 35-393.06 BUSINESS RELATIONS WITH SUDAN AND IRAN:

6.24.1 By entering into the Contract, the Contractor certifies it does not have scrutinized business operations in Sudan or Iran. The contractor shall obtain statements from its subcontractors certifying compliance and shall furnish the statements to the Procurement Officer upon request. These warranties shall remain in effect through the term of the Contract.

6.24.2 The County may request verification of compliance for any contractor or subcontractor performing work under the Contract. Should the County suspect or find that the Contractor or any of its subcontractors are not in compliance, the County may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension and/or debarment of the Contractor. All costs necessary to verify compliance are the responsibility of the Contractor.

6.25 CONTRACTOR LICENSE REQUIREMENT:

- 6.25.1 The Respondent shall procure all permits, insurance, licenses and pay the charges and fees necessary and incidental to the lawful conduct of his/her business, and as necessary complete any required certification requirements, required by any and all governmental or non-governmental entities as mandated to maintain compliance with and in good standing for all permits and/or licenses. The Respondent shall keep fully informed of existing and future trade or industry requirements, Federal, State and Local laws, ordinances, and regulations which in any manner affect the fulfillment of a Contract and shall comply with the same. Contractor shall immediately notify both **Office of Procurement Services** and the using agency of any and all changes concerning permits, insurance or licenses.
- 6.25.2 Respondents furnishing finished products, materials or articles of merchandise that will require installation or attachment as part of the Contract, shall possess any licenses required. A Respondent is not relieved of its obligation to possess the required licenses by subcontracting of the labor portion of the Contract. Respondents are advised to contact the Arizona Registrar of Contractors, Chief of Licensing, at (602) 542-1525 to ascertain licensing requirements for a particular contract. Respondents shall identify which license(s), if any, the Registrar of Contractors requires for performance of the Contract.

6.26 CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

- 6.26.1 The undersigned (authorized official signing for the Contractor) certifies to the best of his or her knowledge and belief, that the Contractor, defined as the primary participant in accordance with 45 CFR Part 76, and its principals:
 - 6.26.1.1 are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal Department or agency;
 - 6.26.1.2 have not within 3-year period preceding this Contract been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - 6.26.1.3 are not presently indicted or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
 - 6.26.1.4 have not within a 3-year period preceding this Contract had one or more public transaction (Federal, State or local) terminated for cause of default.
- 6.26.2 Should the Contractor not be able to provide this certification, an explanation as to why should be attached to the Contract.
- 6.26.3 The Contractor agrees to include, without modification, this clause in all lower tier covered transactions (i.e. transactions with subcontractors) and in all solicitations for lower tier covered transactions related to this Contract.

6.27 PRICES:

Contractor warrants that prices extended to County under this Contract are no higher than those paid by any other customer under like conditions for these or similar services.

Contractor shall provide a discount to Maricopa County when the following condition is met: Maricopa has ordered a total number of ballots in a calendar year equal to or greater than the 2010

total Maricopa order (7,039,000 Ballots). The discount will equal 5% of the gross sales of ballots in the same calendar year to Arizona counties that attach to the Maricopa contract with the exception of Pima County, Yavapai County, and City of Tucson who are already clients of Runbeck Election Services.

6.28 GOVERNING LAW:

This Contract shall be governed by the laws of the state of Arizona. Venue for any actions or lawsuits involving this Contract will be in Maricopa County Superior Court or in the United States District Court for the District of Arizona, sitting in Phoenix, Arizona

6.29 ORDER OF PRECEDENCE:

In the event of a conflict in the provisions of this Contract and Contractor's license agreement, if applicable, the terms of this Contract shall prevail.

6.30 STRATEGIC ALLIANCE for VOLUME EXPENDITURES (\$AVE)

The County is a member of the \$AVE cooperative purchasing group. \$AVE includes the State of Arizona, many Phoenix metropolitan area municipalities, and many K-12 unified school districts. Under the \$AVE Cooperative Purchasing Agreement, and with the concurrence of the successful Respondent under this solicitation, a member of \$AVE may access a contract resulting from a solicitation issued by the County. If you **do not** want to grant such access to a member of \$AVE, **please so state** in your proposal. In the absence of a statement to the contrary, the County will assume that you do wish to grant access to any contract that may result from this Request for Proposal.

6.31 INTERGOVERNMENTAL COOPERATIVE PURCHASING AGREEMENTS (ICPA's)

County currently holds ICPA's with numerous governmental entities throughout the State of Arizona. These agreements allow those entities, with the approval of the Contractor, to purchase their requirements under the terms and conditions of the County Contract. Please indicate on Attachment A, your acceptance or rejection regarding such participation of other governmental entities. Your response will not be considered as an evaluation factor in awarding a contract.

6.32 INCORPORATION OF DOCUMENTS:

The following are to be attached to and made part of this Contract:

- 6.32.1 Exhibit A, Pricing;
- 6.32.2 Exhibit B, Scope of Work;
- 6.32.3 Exhibit C, Disaster Recovery Plan
- 6.32.4 Exhibit D, Sample Invoice Grids
 - 1.0 Register/Roster Price Grid
 - 2.0 Sample Ballot Grid
 - 3.0 Optech Ballot Price Grid
 - 4.0 Accuvote Ballot Price Grid

IN WITNESS WHEREOF, this Contract is executed on the date set forth above

CONTRACTOR



AUTHORIZED SIGNATURE

Kevin Runbeck CEO

PRINTED NAME AND TITLE

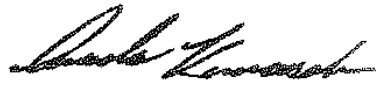
2404 W 14th St Tampa AZ

ADDRESS

5/24/11

DATE

MARICOPA COUNTY



CHAIRMAN, BOARD OF SUPERVISORS

JUN 09 2011

DATE

ATTESTED:

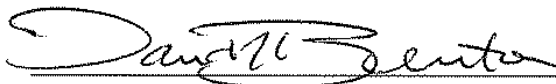


CLERK OF THE BOARD 051111

JUN 09 2011

DATE

APPROVED AS TO FORM:



LEGAL COUNSEL

June 1 2011

DATE

EFFECTIVE 01-01-16

VENDOR NAME:	Runbeck Election Services Inc.
VENDOR NUMBER:	20110006920
VENDOR ADDRESS:	2404 W. 14th St., #110, Tempe AZ 85821
VENDOR PHONE NUMBER:	602-230-0510
VENDOR FAX NUMBER:	602-437-1411
VENDOR WEB SITE:	www.runbeck.net
VENDOR REPRESENTATIVE:	Wendy Ricker
VENDOR REPRESENTATIVE'S E-MAIL:	wricker@runbeck.net
OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT: <u>XX</u> YES	
PAYMENT TERMS:	
NET 30 DAYS	

1.1	BALLOTS								
	Three Column Ballots – 12" - 20"	Prices below are reflected in furnished Optech Excel Ballot Grids which will be used for billing.							
	Setup Charges								
	Per Front Style	\$40.00							
	Per Back Style	\$20.00							
	Per Party Color	\$100.00							
	Per Colorstripe	\$100.00							
	Per Job Minimum	\$1,200.00							
	Run Charges	All Statewide Elections							
		Price Components						Total Price	
		Print 1/0, Cut	Shrinkwrap	Inkjet	Fold	*Paper	per Ballot		
	1c, 1 side Official	<u>0.15</u>	<u>0.005</u>			<u>0.055</u>	\$0.210		
	1c, 1 side EV	<u>0.15</u>			<u>0.045</u>	<u>0.055</u>	\$0.250		
	1c, 1 side Dupe	<u>0.15</u>	<u>0.005</u>			<u>0.055</u>	\$0.210		
	1c, 1 side Test	<u>0.155</u>				<u>0.055</u>	\$0.210		
	Colorstripe/Ballot						\$0.010		
	Party Color/Ballot						\$0.010		
	Back/Ballot						\$0.010		
	Add'l Cost/Ballot over 20"						\$0.100		

One Column Ballots – 12" - 20"		(No Price Grid Furnished)							
	Per Front Style	\$40.00							
	Per Official Ballot - 1/0	\$0.15							
Per Job Minimum		\$1,200.00							

1.2	Three Column Ballot Shells	*Paper	Print	Score	Total Cost 12"-20"	Over 20" Please Add	Total Cost Over 20"
	Blank Stock, scored	\$0.055	\$0.100	\$0.020	\$0.175	\$0.100	\$0.275
	1 color, 1 side, scored	\$0.055	\$0.150	\$0.020	\$0.225	\$0.100	\$0.325
*Ballot paper price was established 2/10/11. It will be reviewed each May/June. Price per ballot will be adjusted by the percentage of increase or decrease in cwt and will remain in effect for the following 12 months.							
		cwt price 2/10/11	Ballots/1000 parent sheets	Price/Ballot 2/10/11			
	3-Column, 110#	\$79.57	2,700	\$0.055			
	2-Column, 110#	\$79.57	3,600	\$0.041			

1.3	Printing and Mailing of Sample Ballots						
	Printing						
	1.3.1	Presidential Preference	Please Refer to Exhibit B - 2.14.8.5 (to be added by MC)				
			Price/M				
		75M to 275M	\$56.00				
		over 275M	\$45.00				
	1.3.2	Primary	Prices below are reflected in furnished Sample Ballot Grid which will be used for billing. Please Refer to Exhibit B - 2.14.8.1				
		Prep, Plate, Makeready per Front Vs.		\$57.500	ea.		
		Print 2/1, Trim, Fold		\$0.150	ea.		
		**Paper		\$0.040	ea.		
		Prep, Plate, Makeready per Back Vs.		\$40.000	ea.		

		Prep, Plate, Makeready per Party Color		<u>\$290.000</u>	ea.		
		Discount if formatted to fit RES equipment		<u>18.0%</u>			

1.3.3	General	Prices below are reflected in furnished Sample Ballot Grid which will be used for billing. Please Refer to Exhibit B - 2.14.8.3					
		Prep, Plate, Makeready per Front Vs.		<u>\$103.200</u>	ea.		
		Print 1/1, Trim, Fold		<u>\$0.157</u>	ea.		
		**Paper		<u>\$0.070</u>	ea.		
		Prep, Plate, Makeready per Back Vs.		<u>\$135.750</u>	ea.		
		Discount if formatted to fit RES equipment		<u>18.0%</u>			
1.3.4	Jurisdictional		Please Refer to Exhibit B - 2.14.8.4				
			Price/M				
		Up to 9,999	<u>\$438.75</u>				
		10,000 - 50,000	<u>\$114.75</u>				
		Over 50,000	<u>\$74.75</u>				

**Sample Ballot paper price was established 8/5/15. It will be reviewed each May/June. Price per ballot will be adjusted by the percentage of increase or decrease in cwt and will remain in effect for the following 12 months.							
		cwt price 8/5/15	Ballots/1000 parent sheets	Paper Price Per Sample Ballot 8/5/15			
	Primary	<u>\$64.00</u>	<u>2,700</u>	<u>\$0.040</u>			
	General	<u>\$64.00</u>	<u>1,800</u>	<u>\$0.070</u>			
	Mailing						
	1.3.5.1	Presidential Preference					
			Price/M				
		0—249,999	<u>\$83.25</u>				
		250M—500M	<u>\$53.00</u>				
	1.3.5.2	Primary	Prices below are reflected in furnished Sample Ballot Grid which will be used for billing. Please Refer to Exhibit B - 2.14.8.1				
		Setup per Pct/Style				<u>\$2.030</u>	ea.
		Tab 2				<u>\$27.000</u>	per 1000
		CASS, Presort, Inkjet, Prepare for USPS		100M to 500M		<u>\$58.750</u>	per 1000

		CASS, Presort, Inkjet, Prepare for USPS		Over 500,000	\$52.500	per 1000
		Discount if formatted to fit RES press			10.0%	

	1.3.5.3	General	Prices below are reflected in furnished Sample Ballot Grid which will be used for billing. Please Refer to Exhibit B - 2.14.8.3					
		Setup per Precinct					\$2.700	ea.
		Tab 2					\$27.000	per 1000
		CASS, Presort, Inkjet, Prepare for USPS		100M to 500M			\$58.750	per 1000
		CASS, Presort, Inkjet, Prepare for USPS		Over 500,000			\$52.500	per 1000
		Discount if formatted to fit RES press					10.0%	
	1.3.5.4	Jurisdictional	Please Refer to Exhibit B - 2.14.8.4					
			Price/M					
		0—249,999	\$83.25					
		250M—500M	\$53.00					
		Over 500M	\$50.75					

1.4	Printing of Early Voting Affidavit Envelopes on 24# Canary Wove			Please Refer to Exhibit B - 2.17.8			
			Price/M				
	1.4.1.1	100 M to 249 M	\$93.82				
	1.4.1.2	250 M to 499 M	\$47.64				
	1.4.1.3	500 M to 999 M	\$43.51				
	1.4.1.4	1,000 M +	\$38.76				
	1.4.1.5	Discount for 24# White	-\$2.75				

1.5	Printing of Early Voting Mail Envelopes on 24# Canary Wove			Please Refer to Exhibit B - 2.17.8			
			Price/M				
	1.5.1.1	100 M to 249 M	\$79.07				
	1.5.1.2	250 M to 499 M	\$68.67				
	1.5.1.3	500 M to 999 M	\$58.98				
	1.5.1.3	1,000 M +	\$55.81				
	1.5.1.3	Discount for 24# White	-\$3.00				

1.6										Printing of Early Ballot Insert - 8-1/2x11, 60# Canary, 1/1										Please Refer to Exhibit B - 2.12.2									
						Without "I Voted Stickers"						With "I Voted Stickers"																	
						Price/M						Price/M																	
1.6.1.1			100 M to 249 M			\$35.70						\$57.50																	
1.6.1.2			250 M to 499 M			\$33.35						\$55.00																	
1.6.1.3			500 M to 999 M			\$30.70						\$53.60																	
1.6.1.4			1,000 M +			\$27.85						\$51.45																	
			Full Service EV Mail Processing																										
1.7										Preparation, Inserting, Labeling (Inkjet), Sorting, Metering, Bundling, Tracking of Outbound Early										Please Refer to Exhibit B - 2.17									
						Price/M																							
1.7.1.1			< 50 M			\$1,510.00																							
1.7.1.2			50 M to 399 M			\$1,370.00																							
1.7.1.3			400 M to 999 M			\$1,050.00																							
1.7.1.4			1,000 M +			\$980.00																							
1.8										Scanning, Sorting and Packaging of Returned Early Ballots										Please Refer to Exhibit B - 2.18									
						Price/M																							
1.8.1.1			< 50 M			\$1,100.00																							
1.8.1.2			50 M to 399 M			\$980.00																							
1.8.1.3			400 M to 999 M			\$980.00																							
1.8.1.4			1,000 M +			\$950.00																							
1.90										Printing of Registers and Rosters										Please Refer to Exhibit B - 2.15									
										1.9.1 - 1.9.5 Registers and Rosters are calculated based on the number of registered voters, number of books per precinct, and polling places in a given election. Please refer to the attached Excel pricing matrix.																			
			Price Per Precinct if ordering 4 Books			\$7.75																							
			Price Per Precinct if ordering 5 Books			\$9.91			Federal Elections Only																				
			Price per Voter if ordering 4 Books			\$0.02																							

	Price per Voter if ordering 5 Books		\$0.03	Federal Elections Only				
		Programming	\$304.00/Hr					
		New Form	\$152.00/Ea.					
		Minimum Charge	\$1,300.00					
		Adds and Deletes	Price Per Printed Record	Please Refer to Exhibit B - 2.16				
	1.9.6	Add-On Roster Pages	\$0.035					
	1.9.7	Add-On Register Pages	\$0.035					
	1.9.8	Delete Pages	\$0.035					
1.10	Independent Primary Sample Ballots – Print			Please Refer to Exhibit B – 2.14.8.2				
			Price/M					
	1.10.1	2 page	\$460.00					
	1.10.2	3 page	\$580.00					
	1.10.3	4 page	\$690.00					
1.11	Independent Primary Sample Ballots – Fold, Insert, Prepare for Mail			Please Refer to Exhibit B – 2.14.8.2				
			Price/M					
	1.11.1	2 page	\$110.00					
	1.11.2	3 page	\$110.00					
	1.11.3	4 page	\$112.00					
1.10	Independent Primary Sample Ballots - Print, Fold, Insert, Prepare for Mail			Please Refer to Exhibit B - 2.14.8.2				
			Price/M					
	1.11.1	2 page	\$525.00					
	1.11.2	3 page	\$645.00					
	1.11.3	4 page	\$814.00					
1.11	Independent Primary Sample Ballot Window Envelopes							
			Price/M					
			\$45.00					

1.12	Paper Storage	\$.01 per ballot/ballot shell ordered	
	(Will be billed at end of each election cycle)		

1.13	90 Day Notice – Preprint Masters	Please Refer to Exhibit B – 2.1.20			
		Price/M			
	50 M to 99 M	\$46.00			
	100 M to 449 M	\$37.30			
	500 M to 999 M	\$30.95			
	1,000 M +	\$30.00			
1.14	90 Day Notice – Personalize, Perforate, Fold, Tab 1, Mail	Please Refer to Exhibit B – 2.1.20			
		Price/M			
	100 M to 249 M	\$87.00			
	250 M to 499 M	\$87.00			
	500 M to 999 M	\$87.00			
	1,000 M +	\$87.00			

1.13	90 Day Notice -Print and Personalize, Perforate, Fold, Tab 2, Mail	Please Refer to Exhibit B - 2.1.20			
		Price/M			
	50 M to 99 M	\$166.00			
	100 M to 449 M	\$136.50			
	500 M to 999 M	\$129.95			
	1,000 M +	\$129.00			
1.15	Full Text Inserts (48 page self-cover)	Please Refer to Exhibit B - 2.12.3			
		Price/M			
	1,000,000 +	\$127.50			
1.16	NCOA Mailing	Please Refer to Exhibit B - 2.1.21			
		Price/M			
	Over 15,000	\$176.75			

Prices below are reflected in furnished Accuvote Excel Ballot Grids which will be used for billing.

Per Front Style	\$40.00
Per Back Style	\$40.00
Per Party Color	\$100.00
Per Colorstripe	\$100.00
Minimum	\$1,200.00

	8-1/2x11 Ballots		Prices below are reflected in furnished Accuvote Excel Ballot Grids which will be used for billing.							
	Setup Charges									
		Per Front Style	\$40.00							
		Per Back Style	\$40.00							
		Per Party Color	\$290.00							
		Per Colorstripe	\$290.00							
	Per Job Minimum		\$1,200.00							
	Run Charges		All Elections							

			Price Components					Total Price	Ballot Order	Price after
			Print 1/0, Cut	Shrinkwrap	Inkjet	Fold	*Paper	per Ballot	> 1,000,000	Discount
		1c, 1 side Official	0.16	0.01	-	-	0.04	\$0.210	-\$0.020	\$0.190
		1c, 1 side EV	0.124		0.02	0.01	0.04	\$0.194	-\$0.020	\$0.174
		1c, 1 side Provisional	0.124	0.01	0.02		0.04	\$0.194	-\$0.020	\$0.174
		1c, 1 side Dupe	0.124		0.02		0.04	\$0.184	-\$0.020	\$0.164
		1c, 1 side Test	0.124		0.02		0.04	\$0.184	-\$0.020	\$0.164
		Colorstripe/Ballot						\$0.020		
		Party Color/Ballot						\$0.020		

*Ballot paper price was established 2/10/11. It will be reviewed each May/June. Price per ballot will be adjusted by the percentage of increase or decrease in cwt and will remain in effect for the following 12 months

		cwt price 2/10/11	Ballots/1000 parent sheets	Price/Ballot 2/10/11					
	8-1/2x14, 8-1/x18, 90#	\$148.35	3,600	\$0.041					
	8-1/2x11, 90#	\$190.00	7,200	\$0.026					

1.18	Standard Service EV Mail Processing							
	Preparation, Inserting, Labeling (Inkjet), Sorting, Metering, Bundling of Outbound Early							
			Price/M					
			<u>\$650.00</u>					

EXHIBIT A

PRICING

VENDOR NAME:	Runbeck Election Services Inc.	-	-	-	-
VENDOR NUMBER:	W000005641 X	-	-	-	-
VENDOR ADDRESS:	2404 W. 14th St., #110, Tempe AZ 85821	-	-	-	-
VENDOR PHONE NUMBER:	602 230 0510	-	-	-	-
VENDOR FAX NUMBER:	602 437 1411	-	-	-	-
VENDOR WEB SITE:	www.runbeck.net	-	-	-	-
VENDOR REPRESENTATIVE:	Wendy Ricker	-	-	-	-
VENDOR REPRESENTATIVE'S E-MAIL:	wricker@runbeck.net	-	-	-	-

OTHER GOV'T. AGENCIES MAY USE THIS CONTRACT: XX YESPAYMENT TERMS: ~~1 % 20, NET 21 60 Days Past Due 1% per Month Late Fee~~

REVISED 5/13/11

1.1 BALLOTS

Three Column Ballots—12"—19"

Prices below are reflected in furnished Optech Excel Ballot Grids which will be used for billing.

Setup Charges

Per Front Style	\$40.00
Per Back Style	\$40.00
Per Party Color	\$290.00
Per Colorstripe	\$290.00

Per Job Minimum \$1,200.00

Run Charges

Run Charges	\$1,200.00 All Statewide Elections						-	All Other Elections							
	Price Components					Total Price per Ballot		Price Components					Total Price per Ballot	Ballot Order ≥ 1,000,000	Price after Discount
	Print 1/0, Cut	Shrinkwrap	Inkjet	Fold	*Paper			Print 1/0, Cut	Shrinkwrap	Inkjet	Fold	*Paper			
1c, 1 side Official	0.15	0.011	-	-	0.055	\$0.216	-	0.25	0.011	-	-	0.055	\$0.316	-\$0.020	\$0.296
1c, 1 side EV	0.15		0.02	0.03	0.055	\$0.255	-	0.25		0.02	0.03	0.055	\$0.355	-\$0.020	\$0.335
1c, 1 side Dupe	0.15	0.011	0.02		0.055	\$0.236	-	0.25	0.011	0.02		0.055	\$0.336	-\$0.020	\$0.316
1c, 1 side Test	0.15		0.02		0.055	\$0.225	-	0.25		0.02		0.055	\$0.325	-\$0.020	\$0.305
Colorstripe/Ballot	-					\$0.020	-	-					\$0.020	-	-
Party															
Color/Ballot	-					\$0.020	-	-					\$0.020	-	-
Back/Ballot	-					\$0.020	-	-					\$0.020	-	-
	-					-	-	-					-	-	-
Add'l Paper Cost/Ballot over 19"	-	-	-	-	-	\$0.060	-	-	-	-	-	-	\$0.060	-	-

~~Two Column Ballots 12" 19"~~~~Prices below are reflected in furnished Optech Excel Ballot Grids which will be used for billing.~~~~Setup Charges~~

Per Front Style	\$40.00
Per Back Style	\$40.00
Per Party Color	\$290.00
Per Colorstripe	\$290.00

~~Per Job Minimum~~~~\$1,200.00~~~~Run Charges~~

	All Elections							
	Price Components					Total Price per Ballot	Ballot Order ≥ 1,000,000	Price after Discount
	Print 1/0, Cut	Shrinkwrap	Inkjet	Fold	*Paper			
1c, 1 side Official	0.115	0.01	-	-	0.045	\$0.170	-\$0.020	\$0.150
1c, 1 side EV	0.115		0.02	0.02	0.045	\$0.200	-\$0.020	\$0.180
1c, 1 side Dupe	0.115	0.01	0.02		0.045	\$0.190	-\$0.020	\$0.170
1c, 1 side Test	0.115		0.02		0.045	\$0.180	-\$0.020	\$0.160
Colorstripe/Ballot	-			-		\$0.020	-	-
Party Color/Ballot	-			-		\$0.020	-	-
Back/Ballot	-			-		\$0.020	-	-
-	-			-		-	-	-
-	-	-	-	-		-	-	-

~~One Column Ballots 12" 19"~~~~(No Price Grid Furnished)~~

Per Front Style	\$40.00
Per Official Ballot 1/0	\$0.15

~~Per Job Minimum~~~~\$1,200.00~~

1-2	Three Column Ballot Shells	Total Cost			Over 19"	
		*Paper	Print	Score	12" 19"	Please Add
	Blank Stock, scored	\$0.055	\$0.100	\$0.020	\$0.175	\$0.060
	1 color, 1 side, scored	\$0.055	\$0.150	\$0.020	\$0.225	\$0.060

*Ballot paper price was established 2/10/11. It will be reviewed each May/June. Price per ballot will be adjusted by the percentage of increase or decrease in cwt and will remain in affect for the following 12 months.

	cwt price 2/10/11	Ballots/1000 parent sheets	Price/Ballot 2/10/11
3 Column, 110#	\$79.57	2,700	\$0.055
2 Column, 110#	\$79.57	3,600	\$0.041

1.3 ~~Printing and Mailing of Sample Ballots~~

~~Printing~~

1.3.1	Presidential Preference	Please Refer to Exhibit B - 2.14.8.5 (to be added by MC)	
		Price/M	
	150M to 349M	\$40.00	
	350M to 500M	\$35.00	
1.3.2	Primary	Prices below are reflected in furnished Sample Ballot Grid which will be used for billing. Please Refer to Exhibit B - 2.14.8.1	
	Prep, Plate, Makeready per Front Vs.	\$57.500	ea.
	Print 2/1, Trim, Fold	\$0.130	ea.
	**Paper	\$0.026	ea.
	Prep, Plate, Makeready per Back Vs.	\$40.000	ea.
	Prep, Plate, Makeready per Party Color	\$290.000	ea.
1.3.3	General	Prices below are reflected in furnished Sample Ballot Grid which will be used for billing. Please Refer to Exhibit B - 2.14.8.3	
	Prep, Plate, Makeready per Front Vs.	\$103.200	ea.
	Print 1/1, Trim, Fold	\$0.137	ea.
	**Paper	\$0.045	ea.
	Prep, Plate, Makeready per Back Vs.	\$135.750	ea.
1.3.4	Jurisdictional	Please Refer to Exhibit B - 2.14.8.4	
		Price/M	
	Up to 9,999	\$110.000	
	10,000 - 50,000	\$61.000	
	Over 50,000	\$56.000	

~~**Sample Ballot paper price was established 2/10/11. It will be reviewed each May/June. Price per ballot will be adjusted by the percentage of increase or decrease in cwt and will remain in affect for the following 12 months.~~

	cwt price	Ballots/1000	paper Price Per
	2/10/11	parent sheets	Sample Ballot
Primary	\$56.94	2,700	\$0.026
General	\$56.94	1,800	\$0.045

~~Mailing~~~~1.3.5.1~~~~Presidential Preference~~~~Price/M~~~~0—249,999~~~~\$54.15~~~~250M—500M~~~~\$53.00~~~~1.3.5.2~~~~Primary~~~~Prices below are reflected in furnished Sample Ballot Grid which will be used for billing.~~~~Please Refer to Exhibit B—2.14.8.1~~~~Setup per Pet/Style~~~~\$2.030 ea.~~~~Tab 2~~~~\$27.000 per 1000~~~~CASS, Presort, Inkjet, Prepare for USPS~~~~100M to 500M~~~~\$54.750 per 1000~~~~CASS, Presort, Inkjet, Prepare for USPS~~~~Over 500,000~~~~\$52.500 per 1000~~~~1.3.5.3~~~~General~~~~Prices below are reflected in furnished Sample Ballot Grid which will be used for billing.~~~~Please Refer to Exhibit B—2.14.8.3~~~~Setup per Precinct~~~~\$2.700 ea.~~~~Tab 2~~~~\$27.000 per 1000~~~~CASS, Presort, Inkjet, Prepare for USPS~~~~100M to 500M~~~~\$54.750 per 1000~~~~CASS, Presort, Inkjet, Prepare for USPS~~~~Over 500,000~~~~\$52.500 per 1000~~~~1.3.5.4~~~~Jurisdictional~~~~Please Refer to Exhibit B—2.14.8.4~~~~Price/M~~~~0—249,999~~~~\$54.15~~~~250M—500M~~~~\$53.00~~~~Over 500M~~~~\$50.75~~~~1.4 Printing of Early Voting Affidavit Envelopes~~~~Please Refer to Exhibit B—2.17.8~~~~Price/M~~~~1.4.1.1~~~~100 M to 249 M~~~~\$54.90~~~~1.4.1.2~~~~250 M to 499 M~~~~\$39.65~~~~1.4.1.3~~~~500 M to 999 M~~~~\$33.55~~~~1.4.1.4~~~~1,000 M+~~~~\$30.50~~~~1.5 Printing of Early Voting Mail Envelopes~~~~Please Refer to Exhibit B—2.17.8~~~~Price/M~~~~1.5.1.1~~~~100 M to 249 M~~~~\$80.60~~~~1.5.1.2~~~~250 M to 499 M~~~~\$61.44~~~~1.5.1.3~~~~500 M to 999 M~~~~\$55.20~~~~1.5.1.4~~~~1,000 M+~~~~\$50.90~~

1.6 ~~Printing of Early Ballot Insert — 8-1/2x11, 60# Canary, 1/1~~ Please Refer to Exhibit B — 2.12.2

		Without "I Voted Stickers"	With "I Voted Stickers"
		Price/M	Price/M
1.6.1.1	100 M to 249 M	\$34.00	\$52.25
1.6.1.2	250 M to 499 M	\$31.75	\$50.00
1.6.1.3	500 M to 999 M	\$29.25	\$48.70
1.6.1.4	1,000 M +	\$26.50	\$46.75

1.7 ~~Preparation, Inserting, Labeling (Inkjet), Sorting, Metering,
Bundling, Tracking of Outbound Early~~ Please Refer to Exhibit B — 2.17

		Price/M
1.7.1.1	< 50 M	\$1,510.00
1.7.1.2	50 M to 399 M	\$1,370.00
1.7.1.3	400 M to 999 M	\$1,300.00
1.7.1.4	1,000 M +	\$1,180.00

1.8 ~~Scanning, Sorting and Packaging of
Returned Early Ballots~~ Please Refer to Exhibit B — 2.18

		Price/M
1.8.1.1	< 50 M	\$1,100.00
1.8.1.2	50 M to 399 M	\$980.00
1.8.1.3	400 M to 999 M	\$950.00
1.8.1.4	1,000 M +	\$890.00

1.9 ~~Printing of Registers and Rosters~~ Please Refer to Exhibit B — 2.15

~~1.9.1 — 1.9.5 Registers and Rosters are calculated based on the number of registered voters, number of books per precinct, and polling places in a given election:~~

Price Per Precinct if ordering 4 Books	\$7.75	
Price Per Precinct if ordering 5 Books	\$9.91	Federal Elections Only
Price per Voter if ordering 4 Books	\$0.02	
Price per Voter if ordering 5 Books	\$0.03	Federal Elections Only
Programming	\$304.00/Hr	
New Form	\$152.00/Ea.	

			Price Per Printed Record	Please Refer to Exhibit B—2.16
1.9.6	Adds and Deletes			
	Add-On Roster Pages		\$0.035	
1.9.7	Add-On Register Pages		\$0.035	
1.9.8	Delete Pages		\$0.035	
1.10	Independent Primary Sample Ballots—Print			Please Refer to Exhibit B—2.14.8.2
			Price/M	
	1.10.1	2 page	\$460.00	
	1.10.2	3 page	\$580.00	
	1.10.3	4 page	\$690.00	
1.11	Independent Primary Sample Ballots—Fold, Insert, Prepare for Mail			Please Refer to Exhibit B—2.14.8.2
			Price/M	
	1.11.1	2 page	\$110.00	
	1.11.2	3 page	\$110.00	
	1.11.3	4 page	\$112.00	
1.12	Paper Storage	\$.01 per ballot/ballot shell ordered (Will be billed at end of each election cycle)		
1.13	90 Day Notice—Preprint Masters		Please Refer to Exhibit B—2.1.20	
			Price/M	
	50 M to 99 M		\$46.00	
	100 M to 449 M		\$37.30	
	500 M to 999 M		\$30.95	
	1,000 M+		\$30.00	
1.14	90 Day Notice—Personalize, Perforate, Fold, Tab 1, Mail		Please Refer to Exhibit B—2.1.20	
			Price/M	
	100 M to 249 M		\$87.00	
	250 M to 499 M		\$87.00	
	500 M to 999 M		\$87.00	
	1,000 M+		\$87.00	
1.15	Full Text Inserts (48 page self cover)		Please Refer to Exhibit B—2.12.3	
			Price/M	
	1,000,000+		\$101.65	

1.16 NCOA Mailing

Please Refer to Exhibit B - 2.1.21

Price/M
Over 15,000 \$176.75

1.17 ~~ACCUVOTE BALLOTS - NOT CURRENTLY USED BY MARICOPA COUNTY~~

~~8 1/2x14 and 8 1/2x18 Ballots~~

~~Prices below are reflected in furnished Accuvote Excel Ballot Grids which will be used for billing.~~

~~Setup Charges~~

Per Front Style	\$40.00
Per Back Style	\$40.00
Per Party Color	\$290.00
Per Colorstripe	\$290.00

~~Per Job Minimum~~

~~\$1,200.00~~

~~Run Charges~~

All Elections						
Price Components						Total Price per Ballot
Print 1/0, Cut	Shrinkwrap	Inkjet	Fold	*Paper		
1e, 1 side Official	0.228	0.011 -	-	0.041		\$0.280
1e, 1 side EV	0.228		0.02	0.031	0.041	\$0.320
1e, 1 side Provisional	0.228	0.011	0.02		0.041	\$0.300
1e, 1 side Dupe	0.228		0.021		0.041	\$0.290
1e, 1 side Test	0.228		0.021		0.041	\$0.290
Colorstripe/Ballot	-					\$0.020
Party Color/Ballot	-					\$0.020
Back/Ballot	-					\$0.020
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-

~~8 1/2x11 Ballots~~

~~Prices below are reflected in furnished Accuvote Excel Ballot Grids which will be used for billing.~~

~~Setup Charges~~

Per Front Style	\$40.00
Per Back Style	\$40.00
Per Party Color	\$290.00
Per Colorstripe	\$290.00

~~Per Job Minimum~~

~~\$1,200.00~~

Run Charges

	All Elections					Total Price per Ballot	Ballot Order > 1,000,000	Price after Discount
	Print 1/0, Cut	Shrinkwrap	Price Components		*Paper			
			Inkjet	Fold				
1e, 1 side Official	0.124	0.01	-	-	0.026	\$0.160	-\$0.020	\$0.140
1e, 1 side EV	0.124		0.02	0.01	0.026	\$0.180	-\$0.020	\$0.160
1e, 1 side Provisional	0.124	0.01	0.02		0.026	\$0.180	-\$0.020	\$0.160
1e, 1 side Dupe	0.124		0.02		0.026	\$0.170	-\$0.020	\$0.150
1e, 1 side Test	0.124		0.02		0.026	\$0.170	-\$0.020	\$0.150
Colorstripe/Ballot	-			-		\$0.020	-	-
Party Color/Ballot	-			-		\$0.020	-	-
Back/Ballot	-			-		\$0.020	-	-
	-			-		-	-	-
	-	-	-	-	-	-	-	-

*Ballot paper price was established 2/10/11. It will be reviewed each May/June. Price per ballot will be adjusted by the percentage of increase or decrease in cwt and will remain in affect for the following 12 months.

	cwt price	Ballots/1000	Price/Ballot
	2/10/11	parent sheets	2/10/11
8-1/2x14, 8-1/x18, 90#	\$93.30	3,600	\$0.041
8-1/2x11, 90#	\$93.30	7,200	\$0.026

****ADDED 1/30/2018 (Amendment 2)****

Novus Ballot Duplication System

Product	Price	Quantity	Year 1 (Feb. 2016 to Jan. 2017) Total	Years 2-5 (Feb. to Jan.) Annual Total Per Year
Novus Application	\$200,000	1	\$200,000	
Scanners with indicia printing	\$15,500	2	\$31,000	
Workstation for the scanners with indicia	\$1,450	2	\$2,900	
One server and one switch for all Novus client duplication stations.	\$1,750	1	\$1,750	
Sentio refurbished unit with a heavy duty cart \$18,500 – with a Special County discount applied to the final price	\$11,000	1	\$11,000	
Install and training			included	
Special county discount			(\$110,000)	
Sub-Total (one-time)			\$136,650	
Annual Novus Software Licensing starting in year two. First year of licensing is included.	\$60,000	1 server license		\$60,000
Annual Sentio Software Licensing for SPS/EVS starting in year two. First year of licensing is included.	\$2,000	1 Sentio software license		\$2,000
Annual Hardware License and Maintenance starting in year two, for five pieces of equipment; the two Novus scanners with indicia printing (\$3K/each) and its associated two workstations/switch (\$500/each), the Novus server/workstation/switch (\$500/each) and one Sentio ballot printing on demand unit (\$2K/each).	\$9,500	6 pieces of hardware		\$9,500
Sub-Total (annual amount per year, starting in year 2)				\$71,500

Printer retrofit and Sentio Ballot and Envelope Print on Demand build for three (3) existing office printers

Product	Price	Quantity	Year 1 (Sept. 2017 to Aug. 2018) Total	Years 2-5 (Sept. to Aug.) Annual Total Per Year
Retrofit three (3) existing OKI 9650 printers owned by the County. Printer hard drive, custom firmware, duplex device and custom printer pegs will be installed in each printer. This also includes a Sentio light duty laptop cart with laptop pole, feed tray plate, feed tray, open sided cart, heavy duty casters and no custom folding shelf for the envelope printer, as the printer will be placed on the lower shelf. Custom single wheel mechanical lock with a key is not included and not needed.	\$10,300	3	\$30,900	
Sentio workstation which includes a laptop, Windows Pro embedded, power strip and cables		3	Included	
Sentio Software including SPS/EVS and the customized envelope printing system (EPS) application		3	Included	
Envelope printer		3	Included	
Single wheel block (not needed, not included)	\$95	0	\$0	
Extra end mounted lift handle and extra side mounted guard rail. Not included in this build.	\$300	0	\$0	
Onsite delivery, install and training		3	Included	
Special county discount, one time promo for 'in office' units	(\$3,300)	3	(\$9,900)	
Sub-Total (one-time)			\$21,000	
Annual Sentio Software Licensing for SPS/EVS starting in year two. First year of licensing is included at no charge.	\$1,500	3 Sentio license		\$4,500
Annual Sentio Envelope Print Software Licensing starting in year two. First year of licensing is included at no charge.	\$250	3 Sentio software license		\$750
Annual Hardware License and Maintenance starting in year two. First year of maintenance is included at no charge	\$1,000	3 pieces of hardware		\$3,000
Sub-Total (annual amount per year, starting in year 2)				\$8,250

****ADDED 1/30/2018 (Amendment 3)****

Sentio Ballot and Envelope Print on Demand System

Product	Price	Quantity	Year 1 (Sept. 2017 to Aug. 2018) Total	Years 2-5 (Sept. to Aug) Annual Total Per Year
Complete Sentio refurbished unit with a heavy duty cart \$18,500 – with a Special County discount applied to the final price. Includes a locking door with a four sided enclosed cart, heavy duty casters, custom folding shelf for the envelope printer	\$12,000	30	\$360,000	
Sentio workstation			Included	
Sentio Software including SPS/EVS and the customized envelope printing application			Included	
Envelope printer	\$395	30	\$11,850	
Single wheel block (optional)	\$95	30	\$2,850	
Workstation for the Sentio			Included	
Onsite install and training	\$3,000		\$3,000	
Sub-Total (one-time)			\$377,700	
Annual Sentio Software Licensing for SPS/EVS starting in year two. First year of licensing is included.	\$1,500	30 Sentio license		\$45,000
Annual Sentio Envelope Print Software Licensing starting in year two. First year of licensing is included.	\$250	30 Sentio Software license		\$7,500
Annual Hardware License and Maintenance starting in year two.	\$1,000	30 pieces of hardware		\$30,000
Sub-Total (annual amount per year, starting in year 2)				\$82,500

****ADDED 1/30/2018 (Amendment 4)****

Per section 6.13 of the contract, the following products and services are added to the contract as listed below:

Contractor will provide County with 30 Sentio Ballot Printing Systems for use for the February and April 2018 Congressional District 8 Special Election ("Election"). The Sentio Ballot Printing System will be used for the purpose of printing counter, supplemental, duplicate, provisional, emergency and other ballots. The parties will mutually agree if the equipment will be picked up between the elections or picked up after the last election.

The County will pay Contractor \$1,000.00 per Sentio unit rented to the County for use in the February Election and \$1,000.00 per Sentio unit rented to the County for use in the April Election. The total value of the agreement is \$60,000.00.

If the option is made to purchase the 30 units in the 2018 calendar year, Contractor will apply 1/2 (or \$30,000 of credit value) toward the purchase of the 30 units.

****ADDED 4/24/2018 (Amendment 5)****

Exhibit A Pricing

Per section 6.13 of the contract, the following products and services are added to the contract as listed below:

Sentio Ballot and Envelope Print on Demand System

Product	Price	Quantity	Year 1 (2018 to 2019) Total Payment	Years 2- 5 Annual Total, Per Year
Sentio systems for sixty (60) units. Printer hard drive, custom firmware, automatic duplex print device will be installed in each printer. This also includes a custom Sentio cart with heavy duty casters to also accommodate the additional envelope printer. Custom single barrel mechanical lock with a key is included.	\$15,500	60	\$930,000	

Sentio workstation which includes a laptop, Windows Pro embedded and cables		60	Included	
Sentio Software including SPS/EVS and the customized envelope printing system (EPS) application		60	Included	
Envelope printer		60	Included	
Custom lift handle and side mounted guard.		60	Included	
Onsite delivery, install and training		60	Included	
Sub-Total (one-time)			\$930,000	
Annual Sentio Software Licensing for SPS/EVS starting in year two. First year of licensing is included at no charge.	\$1,000	60 Sentio licenses	No charge	\$60,000
Annual Sentio Envelope Print Software Licensing starting in year two. First year of licensing is included at no charge.		60 software licenses	No charge	Included
Annual Hardware License and Maintenance starting in year two. First year of maintenance is included at no charge	\$1,000	60 systems of hardware	No charge	\$60,000
Sub-Total (annual amount of license and maintenance per year, starting in year 2 and continuing for years 3, 4 and 5.)				\$120,000
Total (annual amount per year, starting in year 1 and continuing in years 2, 3, 4 and 5)			\$930,000	\$120,000

General Terms and Notes: (These general terms and notes also apply to Amendment #3 dated 1/30/18).

1. The County is responsible for consumables and parts and any applicable shipping costs related to such consumables and parts for the Sentio ballot and envelope printing on demand system.
2. The County is responsible for purchasing from Runbeck ballot stock and envelopes for use in the Sentio ballot printing on demand system and the envelope print process.
 - a. Price of blank ballot stock and envelopes are per the Maricopa contract 10124-SS.
3. Runbeck will provide train the trainer curriculum for the County team. Up to three (3) train the trainer classes are included, per calendar year.
4. Election setup for each Sentio is the responsibility of the County.
5. Field support during an election is provided by the County.
6. Preventative Maintenance on the units is performed by Runbeck, once per year.
7. This printer will support the print width and length of the Optech ballot while simultaneously offering duplex print capability.
8. County will be invoiced for these 60 new units prior to June 30, 2018.
9. The Oki 9650 printer has had an end of life announcement in 2017; however, it maintains a serviceable runway of 7 years. This will extend through the 2024 presidential election cycle. It is

challenging for COTS printers to last as long as tabulation equipment, but this printer model has proven to be a very reliable across our customer base. We are exploring multiple printer models to replace the 9650 and information will be shared as appropriate. Other print models do not support the print width of the Optech ballot while simultaneously offering duplex capability on 19" ballots (This applies only to Amendment #3 dated 1/30/18. The capability of the Oki 9650 printer is offered by the new Lexmark 923 printer with Runbeck specific proprietary firmware).

10. The Sentios do not include the optional lift handle (This applies only to Amendment #3 dated 1/30/18).
11. The Sentios do not include the optional 'guard rail' mounted bar. This is an optional item that could be installed on the side of the heavy-duty cart to help as a 'guard rail' providing more space for the laptop pole. To avoid undue stress while applied to the laptop pole during transportation (This applies only to Amendment #3 dated 1/30/18).
12. For existing invoicing purposes, of the existing 30 Sentio Ballot and Envelope Print on Demand Systems, the annualized date will be July through June. (This applies only to Amendment #3 dated 1/30/18).
13. Applicable taxes are not included and, if applicable, are the responsibility of the County.

General Terms and Notes: (These general terms and notes also apply to Amendment #2 dated 1/30/18).

1. The County is responsible for consumables and parts and any applicable shipping costs related to such consumables and parts for the Novus scanners with indicia printing.
2. The County is responsible for consumables and parts and any applicable shipping costs related to such consumables and parts for the Sentio ballot printing on demand system.
3. The County is responsible for purchasing from Runbeck ballot stock and any applicable shipping costs for such ballot stock for use in the Sentio ballot printing on demand system.
 - a. Price of blank ballot stock is per the Maricopa contract 10124-SS.
4. Election setup charges for each Sentio unit are waived.
5. Election setup charges for Novus are \$1,000 per election.
6. Ballots printed in the Runbeck production facility will use the Maricopa/Runbeck contract pricing for ballot printing.
7. Delivery charges from Runbeck's facility to the County facility for the batch printing of the 'duplicated ballots' is \$25, per delivery.
8. For existing invoicing purposes, of the Novus Ballot Duplication System, the annualized date will be June through May.
9. For existing invoicing purposes, of the Printer retrofit build for three (3) existing office printers, the annualized date will be August through July.
10. Applicable taxes are not included and, if applicable, are the responsibility of the County.

****ADDED 4/21/2020 (Amendment 6)****

Exhibit A Pricing

Per section 6.13 of the contract, the following products and services are added to the contract as listed below:

Sentio Ballot and Envelope Print on Demand System

Retrofit (200 units) Oki 432 Printers	Cost/Per Unit Pricing	Annual Year 2-4 Support (Optional) 7/1/2021-6/30/2024
Oki 432 Printers (200 units)	County Supplied	NA
Dell 3400 BTX Laptop-Windows 10 bundled with Runbeck EVS Software, Firmware and all cords	\$202,650/\$1,013.25 per unit	NA
Printer Tray	\$40,320/\$201.60 per unit	NA
Printer Tray Extender (90) Mule Carts	\$28,560/\$142.80 per unit	NA
	\$174,060/\$1,934 per unit	NA
Onsite Training and Delivery (1 day)	Included (Year 1)	NA
Programing Set-up (for each, single election)-waived (current print and mail partner)	Included (Year 1)	Included
Annual Hardware Licensing (200 units)	Included (Year 1)	\$ 100,000/\$500 per unit
Annual Software Licensing (200 units)	Included (Year 1)	\$ 100,000/\$500 per unit
TOTAL	\$445,590	\$ 200,000

General Terms and Notes:

1. The County is responsible for consumables and parts, and any applicable shipping costs related to such consumables and parts for the Sentio Ballot Printing System.
2. The County is responsible for purchasing ballot stock from Runbeck for use with Sentio Ballot Printing System.
3. Runbeck will provide "Train the Trainer" curriculum for the County team.
4. Election set-up for each Sentio is the responsibility of the County.
5. Field support during an election is provided by the County.
6. Preventative Maintenance on the Sentio units is performed by Runbeck, once per year.
7. Applicable taxes are not included and, if applicable, are the responsibility of the County.

****ADDED 6/4/2020 (Amendment 7)****

Exhibit A Pricing

Per section 6.13 of the contract, the following products and services are added to the contract as listed below:

Sentio Ballot and Envelope Print on Demand System

Retrofit (250 units) Oki 432 Printers	Cost/Per Unit Pricing	Annual Year 2-4 Support 7/1/2021-6/30/2024
Oki 432 Printers (250 units)	County Supplied	NA
Dell 3400 BTX Laptop-Windows 10 bundled with Runbeck EVS Software, Firmware and all cords	\$253,548/\$1,014.192 per unit	NA
Printer Tray	\$50,400/\$201.60 per unit	NA
Printer Tray Extender	\$35,700/\$142.80 per unit	NA
Onsite Training and Delivery (1 day)	Included	NA
Programing Set-up (for each, single election)-waived (current print and mail partner)	Included	Included
Annual Hardware Licensing (250 units)	Included	\$ 125,000/\$500 per unit
Annual Software Licensing (250 units)	Included	\$ 125,000/\$500 per unit
TOTAL	\$339,648	\$ 250,000

General Terms and Notes:

1. The County is responsible for consumables and parts, and any applicable shipping costs related to such consumables and parts for the Sentio Ballot Printing System.
2. The County is responsible for purchasing ballot stock from Runbeck for use with Sentio Ballot Printing System.
3. Runbeck will provide "Train the Trainer" curriculum for the County team.
4. Election set-up for each Sentio is the responsibility of the County.
5. Field support during an election is provided by the County.
6. Preventative Maintenance on the Sentio units is performed by Runbeck, once per year.
7. Applicable taxes are not included and, if applicable, are the responsibility of the County.

EXHIBIT B SCOPE OF WORK

1.0 INTENT:

The intent of this contract is to perform the following:

- 1.1 The contractor shall, as applicable, provide for the printing, delivery, and/or mailing of official election ballots, sample ballots, election day registers and rosters, any printing that is the result of litigation, early ballot inserts, early ballot envelopes (outgoing and incoming), and all other notices or items that are specifically related to early voting.
- 1.2 The Contractor shall provide for tracking of mailed early ballots (outgoing and incoming), mailing requirements preparation, sorting of returned early ballots (outgoing and incoming), and packaging of official election ballots.

2.0 SCOPE OF WORK:

2.1 GENERAL SPECIFICATIONS:

- 2.1.1 Contractor shall print all ballots for Maricopa County, Arizona. Authorized representatives from Maricopa County **Office of Procurement Services** and the Elections Department (MCED) may inspect Contractor's premises and equipment to verify Contract performance. MCED Director may designate MCED staff to be on site during any printing, mailing, inserting or otherwise.
- 2.1.2 Mailing of Early Ballots and Sample Ballots shall be from the United States Post Office at which MCED has the mailing permit.
- 2.1.3 Contractor shall have sufficient trucks to deliver all Ballots, Sample Ballots and Ballot Shells. All deliveries shall be made F.O.B. DESTINATION to the following locations:
 - 2.1.3.1 Polling Place Ballots - (Primary, General, Presidential Preference and Jurisdictional elections) All delivered to 315 West Buchanan Street, Phoenix.
 - 2.1.3.2 Sample Ballots - (Primary, General, Presidential Preference and Jurisdictional elections) All delivered to U.S. Post Office with over runs to 315 West Buchanan Street, Phoenix.
 - 2.1.3.3 Ballot Shells - All delivered to 315 West Buchanan Street, Phoenix.
- 2.1.4 Errors made by the Contractor in printing and/or mailing, will be absorbed by Contractor, (i.e. all costs reprinting and/or re-mailing). The decision of the County shall be final and conclusive in deciding whether to reprint and/or re-mail in the event any Contractor error is discovered. If an error is found on election material caused by the MCED, a negotiated settlement between County and the Contractor shall take place for any additional amounts owed to the Contractor. The Contractor shall provide comprehensive documentation to allow the County to justify making any additional expenditure above or beyond the scope of the original terms of this Contract. The Contractor shall be compensated in an equitable manner for time, materials, labor and a reasonable profit associated with reprinting and/or re-mailing. Under no circumstances shall the County be held liable for errors made by the printer, or its subcontractors, for ballots printed or services provided which do not match proofs signed-off by MCED.
- 2.1.5 MCED shall provide one (1) hardcopy set of unique pages with precinct-style reports. Contractor is responsible for all proofing and quality assurance to ensure the final printed product exactly matches the hardcopy provided.
- 2.1.6 Contractor is to absorb all costs incurred for shipping/mailing or faxing information

required to print ballots.

- 2.1.7 Contractor shall submit itemized invoices to the MCED for payment for all elections. Invoices for Jurisdictional ballots, sample ballot mailer shall be itemized by jurisdiction. The following invoiced line items shall be detailed for each election:

- Printing
- Labels / mailing services.

- 2.1.8 All originals, photographs, artwork, paste-up, negatives and magnetic media used in the production of the printing called for in this Contract shall remain and/or become the property of the County. The Contractor shall not destroy originals, photographs, artwork, negatives, paste-up, magnetic media, etc., without prior signature approval by an authorized MCED official.

- 2.1.9 Contractor shall have climate controlled storage facilities sufficient to maintain ballot stock and/or ballot paper stock equal to 3 million 3-column ballots.

- 2.1.10 Contractor shall ensure the color designated for Primary Party colors meets approval of the authorized MCED official. The MCED will provide the exact color samples to be used. (Contractor shall obtain signature approval from the authorized MCED official for any Pan-tone Matching System (PMS) color used.)

- 2.1.11 Contractor shall not modify any ballot page without prior signature approval of the authorized MCED official.

- 2.1.12 Contractor shall retain sample ballot mailer overages for a minimum of 5days after a given election with final destruction upon approval of MCED.

- 2.1.13 Ballot Counts shall be guaranteed to match precinct and precinct counts. Weigh counts are not acceptable.

- 2.1.14 Contractor shall print all Early Voting outgoing and incoming (affidavit) envelopes so to maintain the specifications required for automated inserting of the early voting ballots. The text and any artwork for these envelopes will be provided by MCED and final approval by MCED, of the envelope format, is required.

- 2.1.15 Contractor shall insure print quality on recycled paper does not change. Recycled paper will be used when reasonable to do so and with the approval of MCED.

- 2.1.16 Contractor shall provide a contingency (Disaster Recovery) plan to MCED, coordinate said plan with the MCED, and provide expeditious emergency services to be exercised in the event of natural disaster, or other emergency, the causes of which are beyond the control of the Contractor and the MCED.

- 2.1.17 Contractor shall handle consolidation elections four (4) times per year and the Presidential Preference election every 4 years. The consolidated elections dates are:

2.1.17.1 Second Tuesday in March;

2.1.17.2 Third Tuesday in May;

2.1.17.3 Tenth Tuesday before the first Tuesday after the first Monday in November

2.1.17.4 First Tuesday after the first Monday in November.

2.1.17.5 The Presidential Preference election is held in the month of February of the year a Presidential General Election is held.

- 2.1.18 Ballot Print runs.

- 2.1.18.1 Quantities are based on the best-known estimates available at this time of this solicitation.
- 2.1.18.2 All elections shall require a print run of 101% of all registered voters eligible for the election. 2.1.18.3 The total percentage may increase to include additional early ballots for the Primary and General elections.
- 2.1.18.3 Test ballots for each of the ballot styles will be required for every election.
- 2.1.18.4 MCED will provide the Contractor an estimate print run sixty (60) days prior to each election
- 2.1.19 Contractor shall be able to translate ballot data from files provided by MCED. The ballot layout will be created using the Windows Electronic Database System/Election Management System. The files will be transferred to the Contractor via Secure Windows VPN login or by other secure electronic means as agreed upon by Contractor and MCED, in compliance with the procedures established by the Arizona Secretary of State for the secure transfer of data.
- 2.1.20 To maintain consistency within the early voting process, the Contractor shall print and mail all notices that are related to early voting such as the “90 Day Notice” that is specific to the Permanent Early Voting List (PEVL).
- 2.1.20.1 There are two versions of the “90 Day Notice”. One version is for partisan primary PEVL voters who are not registered within a recognized party. Second version is a common non-partisan version that is used for PEVL voters who are registered within a recognized party and for all Jurisdictional “90 Day Notice” mailings.
- 2.1.20.2 Mailing of this “90 Day Notice” occurs twice a year. These mailings are to be completed at 90 days prior to the beginning of each election cycle (e.g. 90 days prior to a March election and 90 days prior to an August/September election). This notice is intended to notify PEVL voters of the two most current approaching elections.
- 2.1.20.3 MCED will provide the Contractor a mailing and data list in ASCII text format prior to each mailing. The file will be provided at a date and time agreed upon by the Contractor and MCED so to meet the required mailing deadline. The mailing list file will be provided to the Contractor via Secure Windows VPN login or by other secure electronic means as established by the Secretary of State or by other secure means that complies with the Arizona Secretary of State’s specifications for the transfer of voting data.
- 2.1.20.4 The data required to be printed on the “90 Day Notice” is variable data specific to a given PEVL voter. Placement of this variable data onto this notice is preset based on the current form design. Any changes to this format are at the request of MCED only.
- 2.1.20.5 The text and information required for the “90 Day Notice” mailing is governed by state law and therefore the design and format of this mailing will be prescribed for by MCED. Current specifications are:
- Duplex
 - Page size - 8-1/2” X 11”
 - Folded Size – 8-1/2” X 5-1/2”
 - **Tab two per postal regulations (Effective 1-1-16)**
 - Quantity - Approx. 1,000,000 to 1,500,000 for a countywide election cycle mailing & 500,000 for a jurisdictional election cycle.
 - Prints black & red

- Art: Common copy will be provided as ~~Quark Xpress files or~~ **(Effective 1-1-16)** Adobe PDF files
- Inkjet variable data – multiple fields
- Print on 9pt reply card to meet postal requirements

2.1.21 Prior to the mailing of any Early Ballots, Sample Ballots or “90 day Notice, MCED will compare the mailing file against the National Change Of Address (NCOA) system. For mailing address that are rejected, Contractor will from a file provided by MCED, print two-sided variable data letters in three versions on 60# canary offset, fold letters and insert with furnished reply envelope into furnished window envelope. Mailing shall be from the United States Post Office at which MCED has a mailing permit. The mailing shall be Cass Certify, First Class Presort.

2.2 CERTIFICATION REQUIREMENTS:

2.2.1 The Contractor shall be certified and hold a license from Dominion Voting Systems (“DOM”) formally Sequoia Voting Systems as a printer for Optech ballots. All costs associated with the certification and licensing process shall be the responsibility of the Contractor.

2.2.2 During the certification process, DOM will provide the Contractor with the specifications for Ballot and Ballot Printing for Optech /Insight and Optech 400-C tabulators. The specifications in the manual provided by DOM are incorporated into this document by this reference.

2.3 BALLOT PRINTING SCHEDULE REQUIREMENTS:

2.3.1 Schedule of events is based on the best available data currently known. The Contractor will be kept informed of variations due to unforeseen factors. Turnaround times, as shown, shall be met without regard to weekends and/or holidays.

2.3.2 MCED will provide the Contractor a schedule of events not less than one hundred twenty (120) days prior to each election.

2.3.3 Deadline dates and printing turn-around times are set by State Statue (A.R.S. Titles 16 and 19). Therefore, Contractor will not be given a set number of days to print and deliver ballots, shells or sample ballots for each and every election. Contractor will be informed by MCED when notice of election is received by the MCED. The Contractor shall, under all circumstances, meet the statutory deadlines irrespective of the turn-around times.

2.3.4 The following timeframes are based on historical experience of the MCED and are intended only to assist the Contractor. These timeframes are estimates only and do not convey any guarantee they will be followed exactly.

2.3.4.1 Time Frame I (Best Case Scenario)

2.3.4.1.1 Primary Election: The MCED will begin passing (via Secure Windows VPN login or by other secure electronic means as established by the Secretary of State), approximately 80% of the total precinct files to the Contractor approximately 75 days prior to the election. The remaining 20% will be sent to the Contractor approximately 65 days prior to the election.

2.3.4.1.2 General Election: The MCED will begin passing (via Secure Windows VPN login or by other secure electronic means as established by the Secretary of State), approximately 50% of the total precinct files to the Contractor approximately 75 days prior to the election. The remaining 50% will be sent to the Contractor approximately 60 days prior to the election.

2.3.4.1.3 Jurisdictional Election/Presidential Preference Election: The MCED will begin passing (via Secure Windows VPN login or by other secure electronic means as established by the Secretary of State), approximately 80% of the total precinct files to the Contractor approximately 75 days prior to the election. The remaining 20% will be sent to the Contractor approximately 65 days prior to the election.

2.3.4.2 Time Frame II (Worst Case Scenario)

2.3.4.2.1 Primary Election: The MCED will begin passing (via Secure Windows VPN login or by other secure electronic means as established by the Secretary of State), approximately 50% of the total precinct files to the Contractor approximately 75 days prior to the election. The remaining 50% will be sent to the Contractor approximately 60 days prior to the election.

2.3.4.2.2 General Election: The MCED will begin passing (via Secure Windows VPN login or by other secure electronic means as established by the Secretary of State), 100% of the total files for the back of the ballots) to the Contractor approximately 65 days prior to the election. The remaining files for front of the ballot(s) will be sent to the Contractor approximately 50 days prior to the election.

2.3.4.2.3 Jurisdictional Election/Presidential Preference Election: The MCED will begin passing (via Secure Windows VPN login or by other secure electronic means as established by the Secretary of State), approximately 50% of the total precinct files to the Contractor approximately 75 days prior to the election. The remaining 50% will be sent to the Contractor approximately 60 days prior to the election.

2.4 PRIMARY ELECTION BALLOTS:

Arizona's Primary election is held on the **tenth** Tuesday before the first Tuesday after the first Monday in November in the even numbered years.

2.4.1 Traditionally, the Primary ballot has been white ballot stock, three (3) columns, 18" in length and single sided. This is changing as jurisdictions within Maricopa County consolidate their elections with the countywide Primary election. The Primary election may be double-sided and reach the maximum length of 21". There are at least two unique ballot styles for every political party in every voting precinct; one (1) containing the office of "Precinct Committeeman" and one (1) that does not contain that office.

2.4.2 The Primary election ballot shall have a color stripe in the header of the ballot to denote the different political parties entitled to candidates for the Primary and General elections. The County shall designate the colors to represent the political parties as they obtain ballot status. The colors that have been assigned to the three political parties that currently have ballot status in Maricopa County are Blue – Democratic Party, Salmon – Republican Party and Yellow - Libertarian Party. Other political parties may qualify requiring additional colors to be determined by the Arizona Secretary of State.

2.4.3 Primary elections that have jurisdictional candidates and issues on them may require an additional color stripe to indicate ballots within the precinct that contain the jurisdictional candidates or issues.

- 2.4.4 There will also be a “white striped” ballot for those precinct’s ballots that contain a jurisdictional candidate or issue. This ballot will contain only the jurisdictional candidates or issues.
- 2.4.5 The placement of the color stripe(s) on the ballots will be agreed upon by the Contractor and a designee of the MCED Director.

2.5 GENERAL ELECTION BALLOTS:

The General election is the first Tuesday before the first Monday in November of the even numbered years.

- 2.5.1 The General election ballot shall be white ballot stock, three (3) columns (9.75”), up to 21” in length and double-sided. There will be at least one (1) unique style for every voting precinct. There may be additional styles for those precincts that contain jurisdictional candidates and issues. Those precincts, split by jurisdictional boundaries, will require a color stripe denoting the jurisdictional split. There may be more than one (1) jurisdictional split in a voting precinct. This will require a unique color stripe for each split in the voting precinct.
- 2.5.2 County will designate the color for the color stripes to be used in the General elections. The placement on the ballot will be agreed upon by the Contractor and the MCED Director’s designee.
- 2.5.3 The number of candidates and issues on the General Election ballot may require that the ballot be printed on two pages to accommodate the English and Spanish. If the second page is required the quantities would be the same as the quantities for the General Election Ballot. The second page may be a different length than the first page.

2.6 JURISDICTIONAL BALLOTS/PRESIDENTIAL PREFERENCE BALLOTS:

Jurisdictional elections occur on the four (4) consolidated election dates. The quantity of jurisdictions that hold elections on these dates vary from election to election. The average per consolidated date is approximately 400,000 registered voters and 150 polling places. The polling places in jurisdictional elections are combined and are assigned a unique number called a Consolidated Precinct Code (“CPC”).

- 2.6.1 The ballot for jurisdictional elections will be white ballot stock, three (3) columns (9.75”) and vary in length from 12” to 21” in length
- 2.6.2 The jurisdictional ballots may require a color stripe to denote a split between jurisdictions. County will assign the color stripe when required. The placement of the color stripe on the ballot stock will be agreed upon by the Contractor and the MCED Director’s designee.
- 2.6.3 Presidential Preference Ballots
 - 2.6.3.1 The Presidential Preference Election is held in the month of February in the year of a Presidential General Election. The polling places in a Presidential Preference election are combined and are assigned a unique number called a Consolidated Precinct Code (“CPC”).

2.7 SPECIALTY BALLOTS:

- 2.7.1 During the year, the County conducts elections for various private organizations, high schools and political parties. Some of the groups will use unique one (1) column (3.69”) 12” and unique two (2) columns (6.72”) 14” ballots. The groups that use these ballots are invoiced directly for the cost of production of the ballot.

- 2.7.2 The high schools and some of the political parties use the County generic ballot. These ballots are white ballot stock, two (2) columns (6.72") and 14" length ballots. County requires approximately 35,000 of the generic ballots each year.

2.8 BALLOT SHELLS:

The use of expanded Early Voting Satellite Stations has been made a priority for future elections. The goal of on-site Early Voting for the **2012** General Election is 50,000 voters and for the 2014 General Election it is 100,000 voters.

- 2.8.1 Ballot shells are used to produce the Early Ballots at the Early Ballot Satellite Stations to print the on-demand ballots. The ballot shells shall be the exact same dimensions as the other ballots produced for the election in which they are to be used and the ballot shells shall be scored at the same points as the ballots produced for the election.
- 2.8.2 If the ballot for the Primary election is double-sided, the backside of the ballot may be preprinted on the ballot shell.
- 2.8.3 Ballot shells for the General election will have the backside of the ballot preprinted on the ballot stock.
- 2.8.4 Quantities required for each election will be provided to the Contractor at least 90 calendar days prior to the election.

2.9 TEST BALLOTS:

- 2.9.1 A number of test ballots specified by MCED not to exceed 100 shall be taken from the run for every ballot style to be used as Test Ballots. The Test Ballots will be identified with the words "TEST BALLOT" printed in red ink in the header of each ballot. The Test ballots shall be boxed for delivery and the ballot style identified on the outside of the box. More than one ballot style may be included in a box with a separator between each style. The same ballot style may not be split between boxes. Test ballots of the same style from both printing methods (laser and offset press) may not be split between boxes.
- 2.9.2 The Test ballots will not be mixed with the other types of ballots when delivered to MCED, 315 West Buchanan Street Phoenix, Arizona. The Test Ballots shall be delivered no later than the delivery of the Early Ballots.

2.10 PACKAGING:

The Polling Place ballots shall be packaged in packs of 100. The Polling Place ballots will be shrink-wrapped so the ballot header is visible through the packaging. Each package will be labeled to identify its contents. The label format will be established by MCED, in concert with the vendor, to include the number of the package and the number of total packages (e.g. "10 of 23"), and other information deemed necessary. Contractor must certify the quantity of each package of ballots. The packages may be palletized for delivery, but binding for the pallet shall not cause the edges of the ballot to bend, crinkle or tear. The Polling Place and Test ballots will be delivered to MCED Warehouse, 315 West Buchanan Street Phoenix, Arizona.

2.11 EARLY BALLOTS – PRINTING, SCORING, FOLDING AND PACKAGING:

- 2.11.1 The quantity identified to use as early ballots will have the following words printed, stamped or ink-jetted in red at the top header of the ballot:

EARLY VOTING / VOTACIÓN TEMPRANA
MARK WITH PEN / MARQUE CON BOLÍGRAFO
NO RED INK / NO TINTA ROJA

- 2.11.2 The Early ballots will be scored and folded to fit the return affidavit envelope.

- 2.11.3 The Early ballot is to be scored before folding to create Score Lines which: