

AN ORDINANCE **98232**

APPROVING A CONTRACT FOR ELECTION SERVICES WITH BEXAR COUNTY THROUGH THE BEXAR COUNTY ELECTIONS ADMINISTRATOR, AUTHORIZING THE BEXAR COUNTY ELECTIONS ADMINISTRATOR TO OFFICIALLY CONDUCT THE TUESDAY, NOVEMBER 4, 2003 JOINT SPECIAL ELECTION; APPOINTING ELECTION OFFICERS FOR THE CITY OF SAN ANTONIO FOR SAID JOINT SPECIAL ELECTION; AND AUTHORIZING PAYMENT FOR THESE SERVICES.

* * * * *

WHEREAS, the City of San Antonio has called an election for Tuesday, November 4, 2003, for the purpose of issuing bonds for street and pedestrian improvements; drainage improvements, library improvements, park and recreation improvements, and public health and safety improvements for the City of San Antonio, and

WHEREAS, the City of San Antonio has historically contracted with the Bexar County Elections Administrator to conduct its municipal elections, and

WHEREAS, it is now necessary to authorize a contract in accordance with Section 31 092 of the Texas Election Code, whereby the Bexar County Elections Administrator will provide election services to the City in connection with the Tuesday, November 4, 2003 Election, **NOW THEREFORE:**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. The City Manager, or her designee, is hereby authorized to execute a contract with Bexar County through the Bexar County Elections Administrator for conducting the Joint Special Election on Tuesday, November 4, 2003. The contract shall be in substantially the same form and content as that attached as **Exhibit A** and is incorporated herein by reference.

SECTION 2. Funds are authorized to be encumbered in Fiscal Year 2003-2004, contingent upon budget appropriations, in Fund 11-000000 (General Fund), in Index Code 545178 (Fees to Governmental Contractors), in the estimated amount of \$372,400.29 and are authorized to be payable to Bexar County for election services in connection with the Tuesday, November 4, 2003 Joint Special Election.

SECTION 3. The Director of Finance may, subject to concurrence by the City Manager, or her designee, correct allocation to specific Index Codes and Fund Numbers, as necessary to carry out the purpose of this Ordinance.

SECTION 4. Payment in the sum of \$186,200.14 on or before October 1, 2003, and \$186,200.15 on or before October 20, 2003, as the City's share of the cost of the election.

under the above agreement is hereby authorized Bexar County shall refund to the City any and all City of San Antonio funds remaining after the payment of all election costs

SECTION 5. The Bexar County Elections Administrator is hereby authorized to appoint election officials to serve as judges and clerks for early voting and election day, members of the Early Voting Ballot Board, Signature Verification Committee and Central Counting Station, in connection with the Joint Special Election to be held on Tuesday, November 4, 2003

SECTION 6. The City of San Antonio will be responsible publishing notice of the City's election and for canvassing the City's election returns for the Joint Special Election to be held on Tuesday, November 4, 2003

SECTION 7. Electors may cast their early vote by mail, and the early voting clerk's mailing address to which ballot applications and ballots voted by mail shall be sent to, is as follows

Cliff R. Borofsky
Bexar County Elections Administrator
203 W Nueva 3 61
San Antonio, Texas 78207
Attention Early Voting Clerk

The last day electors may cast their early vote by mail is Tuesday, October 28, 2003

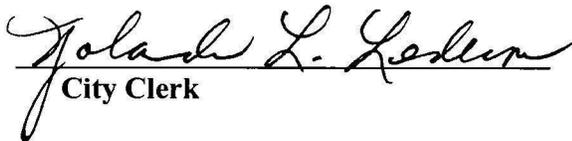
SECTION 8 This ordinance shall be effective on and after the tenth day from passage hereof

PASSED AND APPROVED this 25th day of September, 2003



M A Y O R
EDWARD D. GARZA

ATTEST:


City Clerk

APPROVED AS TO FORM:


City Attorney

03 - 34

*1

MEETING OF THE CITY COUNCIL

ALAMODOME
ASSET MANAGEMENT
AVIATION
CITY ATTORNEY
MUNICIPAL COURT
REAL ESTATE (FASSNIDGE)
REAL ESTATE (WOOD)
RISK MANAGEMENT
CITY MANAGER
SPECIAL PROJECTS
CITY PUBLIC SERVICE - GENERAL MANAGER
CITY PUBLIC SERVICE - MAPS AND RECORDS
CODE COMPLIANCE
COMMERCIAL RECORDER
COMMUNITY INITIATIVES
CONVENTION AND VISITORS BUREAU
CONVENTION CENTER EXPANSION OFFICE
CONVENTION FACILITIES
COUNCIL OFFICES
CULTURAL AFFAIRS
CUSTOMER SERVICE/311 SYSTEM
DEVELOPMENT SERVICES
HOUSE NUMBERING
LAND DEVELOPMENT SERVICES
TRAFFIC & DRAINAGE PLAN REVIEW
ECONOMIC DEVELOPMENT
ENVIRONMENTAL SERVICES
SOLID WASTE
EXTERNAL RELATIONS
PUBLIC INFORMATION OFFICE
FINANCE - DIRECTOR
FINANCE - ASSESSOR
FINANCE - CONTROLLER
FINANCE - GRANTS
FINANCE - PUBLIC UTILITIES SUPERVISOR
FINANCE- TREASURY
FIRE DEPARTMENT
HOUSING AND COMMUNITY DEVELOPMENT
HUMAN RESOURCES (PERSONNEL)
INFORMATION SERVICES
INTERNAL REVIEW
INTERNATIONAL AFFAIRS
LIBRARY
MANAGEMENT & BUDGET (OFFICE OF) OMB
MAYOR'S OFFICE
METROPOLITAN HEALTH DISTRICT
MUNICIPAL CODE CORPORATION
MUNICIPAL COURT
NEIGHBORHOOD ACTION
PARKS AND RECREATION
MARKET SQUARE
YOUTH INITIATIVES
PLANNING DEPARTMENT -NEIGHBORHOOD PLNG, URBAN DESIGN/HISTORIC PRESERVATION
DISABILITY ACCESS OFFICE
POLICE DEPARTMENT
GROUND TRANSPORTATION
PUBLIC WORKS DIRECTOR
CAPITAL PROJECTS
CENTRAL MAPPING
ENGINEERING
PARKING DIVISION
REAL ESTATE DIVISION
TRAFFIC ENGINEERING
PURCHASING AND GENERAL SERVICES
SAN ANTONIO WATER SYSTEMS (SAWS)
VIA

AGENDA ITEM NUMBER: 31

DATE: SEP 25 2003

MOTION: Ray Then

ORDINANCE NUMBER: 98232

RESOLUTION NUMBER: _____

ZONING CASE NUMBER: _____

TRAVEL AUTHORIZATION _____

NAME	ROLL	AYE	NAY
ROGER O. FLORES JR. District 1		/	
JOEL WILLIAMS District 2		/	
RON SEGOVIA District 3		/	
RICHARD PEREZ District 4		/	
PATTI RADLE District 5		/	
ENRIQUE M. BARRERA District 6		absent	
JULIAN CASTRO District 7		/	
ART A. HALL District 8		/	
CARROLL SCHUBERT District 9		/	
CHRISTOPHER "CHIP" HAASS District 10		/	
EDWARD D. GARZA Mayor		/	

03-34

ORIGINAL

THE STATE OF TEXAS §
 § CONTRACT FOR ELECTION SERVICES
COUNTY OF BEXAR §

This Contract is entered into by and between the BEXAR COUNTY ELECTIONS ADMINISTRATOR ("ADMINISTRATOR") on behalf of a political subdivision of the State of Texas, and the CITY OF SAN ANTONIO ("COSA"), pursuant to Texas Election Code Section 31.092.

WITNESSETH

WHEREAS, COSA, by appropriate action of its governing body acting in accordance with all applicable laws, has called an election to be held on Tuesday, November 4, 2003 and desires that certain elected services be provided by ADMINISTRATOR through his Elections Department; and

WHEREAS, ADMINISTRATOR has provided cost estimates for election services to be rendered by his office pursuant to the terms of this Contract, which estimates are set out on Exhibits "A," and "B" and identify for costs, attached hereto and made a part hereof; and

WHEREAS, COSA and ADMINISTRATOR desire to enter into a contract setting out the respective responsibilities of the parties;

NOW, THEREFORE, it is hereby agreed as follows:

ARTICLE I

PURPOSE

1.01. The parties hereto have entered into this Contract for election services described in Article II to be provided to COSA for its election to be held on November 4, 2003.

ARTICLE II

SERVICES

2.01. ADMINISTRATOR agrees to provide to the COSA the following general services:

RECEIVED
CITY OF SAN ANTONIO
CITY CLERK
2003 OCT -8 PM 2:19
RECEIVED
CITY OF SAN ANTONIO
CITY CLERK
2003 OCT 30 AM 10:42

- (A) Procure and distribute election supplies, including, but not limited to, the preparation, printing and distribution of ballots and sample ballots;**
- (B) Procure election judges and clerks for early voting and election day voting;**
- (C) Procure early voting polling places and election day polling places, as ordered;**
- (D) Procure, prepare, and distribute adequate election equipment and transport equipment to and from the initial polling locations, including early voting substations, for COSA;**
- (E) Distribute the lists of registered voters to be used in conducting the election, as provided by Bexar County Voter Registration pursuant to the request by COSA;**
- (F) Pay election day and early voting judges and clerks;**
- (G) Pay the judges for election night returns and early voting returns;**
- (H) Provide information for election officers;**
- (I) Provide general overall supervision of the election and advisory services;**
- (J) Prepare writ of election to election officers and notice of appointment to Presiding and Alternate judges, as required by law;**
- (K) Conduct early voting, in person and by mail, for COSA;**
- (L) Establish a Central Counting Station for the purpose of tabulating ballots;**
- (M) Provide such incidental related services as may be necessary to effect the election;**
- (N) Meet ADA requirements as the law relates to polling locations and voter assistance, etc; and**
- (O) Provide for Central Count Tabulation (s):**

- a. Preparation and programming of the ballots on the AIS 650 Optical Scanner
- b. Preparation and tabulation of votes from the iVotronic Voting System, if ADMINISTRATOR approves use of that system in this election.

ARTICLE III

SCHEDULE FOR PERFORMANCE OF SERVICES

3.01. Specific services to be provided related to the general services identified in Article II shall be performed in accordance with the time requirements set out in the Texas Election Code.

ARTICLE IV

SERVICES NOT PROVIDED BY COUNTY

4.01. ADMINISTRATOR shall have no responsibility for insuring the passage of the appropriate Election Order by the San Antonio City Council, preparing or sending Justice Department Submissions, publishing and (or) posting the election notice as required by the Texas Election Code Section 4.003, or canvassing election results. ADMINISTRATOR shall have no responsibility as custodian of COSA'S election records.

ARTICLE V

TERM

5.01. Except as hereinafter set out, the term of this Contract shall be from the time of execution until all items with respect to this Contract and the election held hereunder have been completed.

ARTICLE VI

COST OF SERVICE AND BILLING

6.01 In consideration for the services provided hereunder by

ADMINISTRATOR, COSA agrees to pay ADMINISTRATOR the pro rata share of performing the services, including any overtime incurred by ADMINISTRATOR'S employees. COSA further agrees to deposit with ADMINISTRATOR \$ 190,913.32 no later than October 1, 2003, and the remainder \$ 190,913.32, no later than October 20, 2003 to cover the estimated cost.

6.02 In the event the actual election costs exceed COSA'S deposit, the difference between the actual costs and the deposit will be paid by COSA within 30 days after receiving an itemized invoice from ADMINISTRATOR. Payment shall be made by check payable to the Bexar County Clerk and mailed to:

Clifford R. Borofsky
Bexar County Elections Administrator
203 W Nueva St., Ste. 3.61
San Antonio, Texas 78207-4505

6.03 Any monies remaining after the payment of all costs of elections bills, shall be the property of the COSA and returned to it.

ARTICLE VII

GENERAL PROVISIONS

7.01. This Contract shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Bexar County, Texas.

7.02. In case any one or more of the provisions contained in this Contract shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision thereof, and this Contract shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

7.03. This Contract constitutes the sole and only agreement of the parties hereto and supersedes any prior understanding or written or oral agreement between the parties respecting the written subject matter.

7.04. No amendment, modification, or alteration of the term hereof shall be binding unless the same be in writing, dated subsequent to the date hereof and duly executed by the parties hereto.

ELECTIONS ADMINISTRATOR

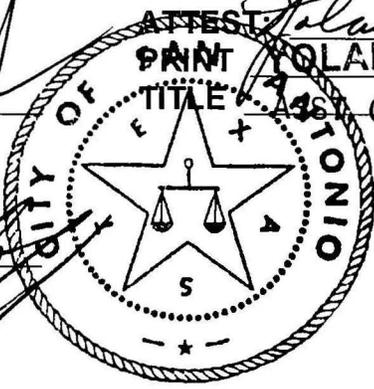
CITY OF SAN ANTONIO

BY: [Signature]
CLIFFORD R. BOROFSKY

BY: [Signature]
PRINT Travis M Bishop
TITLE Assistant City Manager

APPROVAL:
BY: [Signature]
NELSON W. WOLFF
COUNTY JUDGE 10/21/03

ATTEST: [Signature]
PRINT ROLANDA L. LEDESMA
TITLE City Clerk



ATTEST: [Signature]
GERRY C. RICKHOFF
COUNTY CLERK

APPROVED AS TO LEGAL FORM:

SUSAN D. REED
CRIMINAL DISTRICT ATTORNEY
BEXAR COUNTY, TEXAS

BY: [Signature]
ASSISTANT CRIMINAL DISTRICT
ATTORNEY - CIVIL SECTION

APPROVED AS TO FINANCIAL CONTENT:

BY: [Signature]
TOMMY TOMPKINS
COUNTY AUDITOR

BY: [Signature]
MARCUS JAHNS
COUNTY BUDGET OFFICER

CITY OF SAN ANTONIO ELECTION		EXHIBIT "A"		4-Nov-03	
I	Early Voting	Units	Cost Per Unit	Estimated	TOTALS
A	REMUNERATION				
	REMUNERATION SUMMARY				
	NUMBER OF JUDGES	1			
	HOURS WORKED	121	\$7 00	\$847 00	
	NUMBER OF CLERKS	2			
	HOURS WORKED	121	\$6 00	\$1,452 00	
	JUDGES DAILY RETURN FEE				
	NUMBER OF TRIPS	12			
	COST PER TRIP		\$5 00	\$60 00	
	COST PER CREW	CC		\$2,359 00	
	NUMBER OF SITES	26			
	WAGES			\$61,334 00	
	TOTAL FICA			\$4,692 05	
	TOTAL REMUNERATION			\$66,026 05	\$66,026.05
B	PRINTING				
	PRINTING OF EARLY VOTING SUPPLIES				
	FORMATTING STYLE	5	\$50 00	\$250 00	
	COST OF BALLOTS		\$0 26		
	NUMBER OF BALLOTS	10,000		\$2,600 00	
	COST OF SAMPLE BALLOTS		\$0 05		
	NUMBER OF SAMPLE BALLOTS	10,000		\$500 00	
	Freight		\$0 00	\$0 00	
	TOTAL PRINTING			\$3,350 00	\$3,350.00
C	MAIL				
	NUMBER OF WHITE ENVELOPES	10,000	\$0 09	\$900 00	
	NUMBER APPLICATIONS	10,000	\$0 05	\$500 00	
	NUMBER OF CARRIER ENVELOPES	10,000	\$0 09	\$900 00	
	NUMBER OF TRANSPORT ENVELOPES	10,000	\$0 09	\$900 00	
	NUMBER OF POSTAGE STAMPS	10,000	\$0 55	\$5,500 00	
	TOTAL MAIL			\$8,700 00	\$8,700.00
D	TEMPORARY WORKERS				
	NUMBER OF TEMPORARY EMPLOYEES/MAIL	3			
	HOURS WORKED	240	\$10 00	\$7,200 00	
	NUMBER OF MONTHS	2			
	WORKMANS COMP UNEMPLOYEMENT		\$49 33	\$98 66	
	Votronic PREPARATION				
	NUMBER OF TEMPORARY EMPLOYEES	10	\$10 00		
	HOURS WORKED	60		\$6,000 00	
	WAREHOUSE				

	NUMBER OF TEMPORARY EMPLOYEES	3			
	HOURS WORKED	240	\$8 25	\$5,940 00	
	WORKMANS COMP UNEMPLOYEMENT		\$49 33		
	NUMBER OF MONTHS	2		\$98 66	
	FICA			\$1,005 21	
	TOTAL TEMP EMPLOYEE COST			\$20,342 53	\$20,342.53
E	RENTAL				
	NUMBER OF SITES	26			
	NUMBER OF SITES COSTS	3	\$500 00	\$1,500 00	
	NUMBER OF IVOTRONICS	5	\$237 80	\$30,914 00	
	NUMBER OF IVOTRONICS - ADA	1	\$286 10	\$7,438 60	
	NUMBER OF FLASH CARDS	26	\$33 00	\$858 00	
	NUMBER OF PEBS	104	\$7 50	\$780 00	
	NUMBER OF DAYS BALLOT CANS USED	0	\$6 00	\$0 00	
	NUMBER OF BALLOT CANS AND SEAL	0	\$1 50	\$0 00	
	VANS		\$0 00	\$0 00	
	TRUCK RENTAL		\$0 00	\$0 00	
	NUMBER OF BALLOT SLEEVES	0	\$0 80	\$0 00	
	NUMBER OF COMPUTERS	26	\$200 00	\$5,200 00	
	NUMBER OF TV'S	26	\$10 00	\$260 00	
	NUMBER OF TABLES	12	\$6 00	\$72 00	
	NUMBER OF CHAIRS	36	\$1 50	\$54 00	
	NUMBER LOCKS ,CHAINS, FILE CABINETS	26	\$5 00	\$130 00	
	TOTAL RENTAL			\$47,206 60	\$47,206.60
F	STAFFTIME				
	ORDER BALLOTS	0	\$16 38	\$0 00	
	DAILY RETURNS				
	NUMBER OF EMPLOYEES	8	\$16 38		
	HOURS WORKED (DAYS X NO HOURS)	36		\$4,717 44	
	FICA 7 65			\$90 22	
	TOTAL WAGES			\$4,807 66	
	PRO RATA COST	1			
	TOTAL STAFFTIME			\$4,807 66	\$4,807.66
G	E.B.B.AND S.V.C.				
	EARLY BALLOT BOARD				
	NUMBER OF BOARD MEMBERS	10			
	HOURS WORKED	16	\$7 00	\$1,120 00	
	SIGNATURE VERIFICATION COMM				
	NUMBER OF MEMBERS	0			
	HOURS WORKED	0	\$7 00	\$0 00	
	TOTAL WAGES			\$1,120 00	
	UNEMPLOYMENT			\$0 08	

	FICA 7 65			\$85 68	
	PRO RATA COST	1			
	TOTAL E.B.B. AND S.V.C. COST			\$1,205 76	\$1,205.76
H	PUBLICATION POLLING PLACES				
	EXPRESS NEWS	1	\$18,000 00	\$18,000 00	
	LA PRENSA	1	\$1,200 00	\$1,200 00	
	PRO RATA COST	1		\$0 00	
	TOTAL PUBLICATION			\$19,200 00	\$19,200.00
I	MISCELLANEOUS				
	NUMBER OF DISKETTES	52	\$0 30	\$15 60	
	NUMBER OF LABELS	26	\$15 00	\$390 00	
	NUMBER OF CELL PHONES	25	\$35 00	\$875 00	
	NUMBER OF RIBBONS	26	\$20 00	\$520 00	
	SHRINK WRAP COST	0	\$50 00	\$0 00	
	TRAINING CLASS FOR E V JUDGES				
	NUMBER OF JUDGES	0			
	NUMBER OF HOURS	0	\$20 00	\$0 00	
	PARKING FOR JUDGES RATE				
	NUMBER HOURS PARKED	0	\$4 00	\$0 00	
	WRITS AND MAILOUTS TO JUDGES				
	ENVELOPES AND POSTAGE	10	\$0 40	\$4 00	
	NUMBER OF KITS	3	\$35 00	\$105 00	
	TOTAL MISCELLANEOUS			\$1,909 60	\$1,909.60
K	SUMMARY OF E.V. COST				
	REMUNERATION			\$66,026.05	\$66,026.05
	PRINTING OF E V SUPPLIES			\$3,350.00	\$3,350.00
	MAIL			\$8,700.00	\$8,700.00
	TEMPORARY EMPLOYEE COST			\$20,342.53	\$20,342.53
	RENTAL			\$47,206.60	\$47,206.60
	STAFFTIME			\$4,807.66	\$4,807.66
	E B B AND S V C COST			\$1,205.76	\$1,205.76
	MISCELLANEOUS			\$1,909.60	\$1,909.60
	PUBLICATION			\$19,200.00	\$19,200.00
	EARLY VOTING COST SUBTOTAL			\$172,748.20	\$172,748.20
	TOTAL EARLY VOTING COST				
	10% CONTRACT FEE EARLY VOTING			\$17,274.82	\$17,274.82
	Grand Total Early Voting			\$190,023.02	\$190,023.02

CITY OF SAN ANTONIO ELEC		EXHIBIT "B"		4-Nov-03	
	Election Day	Units	Cost Per Unit	Estimated	TOTALS
II	REMUNERATIONS				
A	NUMBER OF JUDGES	1			
	HOURS WORKED	14	\$7 00	\$94 50	
	NUMBER OF CLERKS	2			
	HOURS WORKED	14	\$6 00	\$162 00	
	FICA 7 65 FOR JUDGES AND CLERKS			\$19 62	
	TOTAL WAGES JUDGES and CLERKS			\$276 12	
	NUMBER OF SITES	300	\$82,836 68	\$82,836 68	
	SECURITY	12			
	HOURS WORKED	14	\$25 00	\$4,200 00	
	FICA 7 65 FOR SECURITY			\$321 30	
	TOTAL REMUNERATION			\$87,357 98	\$87,357.98
	HOURS WORKED	3		\$75 00	
	HOURS WORKED	8	\$25 00		
	FICA 7 65 FOR SECURITY			\$321 30	
	TOTAL WAGES SECURITY			\$4,521 30	
	PRO RATA COST SECURITY	1			
	REMUNERATIONS TOTAL			\$87,357 98	\$87,357.98
B	ELECTION NIGHT RETURNS				
	NUMBER OF SITES RETURNS	300	\$25 00	\$7,500 00	
	NUMBER OF KITS	300	\$35 00	\$10,500 00	
	TOTAL KITS AND RETURNS			\$18,000 00	\$18,000.00
C	RENTAL				
	NUMBER OF IVOTRONICS	1,500	\$237 80	\$356,700 00	
	NUMBER OF IVOTRONICS - ADA	300	\$286 10	\$85,830 00	
	NUMBER OF COMMPACS	300	\$80 00	\$24,000 00	
	NUMBER OF PEBS	1,200	\$7 50	\$9,000 00	
	NUMBER OF FLASH CARDS	300	\$33 00	\$9,900 00	
	NUMBER OF BALLOT CANS USED	0	\$6 00	\$0 00	
	NUMBER OF TV'S	300	\$10 00	\$3,000 00	
	TABLES	50	\$10 00	\$0 00	
	CHAIRS	150	\$2 50	\$0 00	
	TRAFFIC CONES	25	\$1 20	\$30 00	
	SHRINK WRAP COST	0	\$50 00	\$0 00	
	NUMBER OF BALLOT BOXES	25	\$1 45	\$36 25	
	COST OF LOCKS AND SEALS	300	\$1 50	\$450 00	

	TOTAL RENTAL			\$488,946 25	\$488,946.25
D	TRANSPORTATION				
	VANS		\$0 00	\$0 00	
	MOVERS		\$5,000 00	\$5,000 00	
	TRUCK RENTAL		\$5,000 00	\$5,000 00	
	PALLET JACK	0	\$0 00	\$0 00	
	PRO RATA COST	1			
	TRANSPORTATION			\$10,000 00	\$10,000.00
	TRANSPORTATION TOTAL			\$0 00	
E	PROGRAMMING, EQUIPMENT, TECHNICAL SERVICES				
	PERSONEL COST				
	PROGRAMMER HOURS	80	\$50 00	\$4,000 00	
	CENTRAL COUNTING STATION JUDGE	8	\$7 00	\$56 00	
	REGIONAL SENDING SITES	1	\$560 00		
	NUMBER OF SITES/PERSONNEL	5		\$2,800 00	
	CENTRAL COUNTING STATION MGR HRS	25	\$40 00	\$1,000 00	
	TABULATION SUPERVISOR HOURS	8	\$35 00	\$280 00	
	ASST TO TAB SUPERVISOR HOURS	8	\$25 00	\$200 00	
	COMPUTER COST	1	\$40,500 00	\$40,500 00	
	TABULATION SOFTWARE	1	\$25,800 00	\$25,800 00	
	AIS 650 OPTICAL SCANNERS	2	\$7,600 00	\$15,200 00	
	PUBLIC TEST	1	\$50 00	\$50 00	
	PREVENTIVE MAINT INSP	1	\$2,600 00	\$2,600 00	
	PICK AND DELIVERY	0	\$20 00	\$0 00	
	PRO RATA COST	1			
	INFORMATION SERVICES			\$92,486 00	
	TOTAL PETS			\$92,486 00	\$92,486.00
F	ELECTION DEPARTMENT STAFF				
	NUMBER OF EMPLOYEES	12	\$16 38		
	HOURS WORKED	35		\$6,879 60	
	FICA 7 65			\$526 29	
	PRO RATA COST	1			
	TOTAL STAFFTIME WAGES			\$7,405 89	\$7,405.89
G	TEMPORARY EMPLOYEE				
	NUMBER OF EMPLOYEES (POST ELEC)	1			
	HOURS WORKED	3	\$10 00	\$30 00	
	PRO RATA COST	1		\$0 00	
	WORKMANS COMP UNEMPLOYEMENT	1	\$49 33	\$49 33	
	PHONE BANK RATE PER HOUR		\$8 25	\$0 00	
	HOURS WORKED	13			
	NUMBER OF EMPLOYEES	20		\$2,145 00	
	TEMPORARY EMPLOYEE COST			\$2,224 33	
	FICA 7 65			\$170 16	

**CITY OF SAN ANTONIO
CITY CLERK'S OFFICE
INTERDEPARTMENTAL MEMORANDUM**

TO: Mayor and City Council

FROM: Yolanda L. Ledesma, Acting City Clerk

COPIES TO: Terry M. Brechtel, City Manager; Travis Bishop, Assistant City Manager; Erik J Walsh, Assistant to the City Manager; Management Team; Andrew Martin, City Attorney; Files

SUBJECT: An Ordinance approving a contract with Bexar County Elections Administrator to conduct the Joint Special Election scheduled for Tuesday, November 4, 2003

DATE: September 25, 2003

SUMMARY & RECOMMENDATION

This ordinance will provide for the Bexar Election Administrator to provide election services (lease of equipment; tabulation of early voting and Election Day voting) and approves a contract for these services. The Ordinance also sets forth the duties and responsibilities of the City of San Antonio, Bexar County, and the Bexar County Elections Administrator in connection with said Election and authorizes the City Manager to execute said contract for Election Services. It also provides for payment in connection with the contract for Election services authorized herein.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

Bexar County through the Bexar County Elections Administrator will provide for the City the various services for this election. An agreement was reached to consolidate our Special Election with Bexar County, the Northeast Independent School District (NEISD) and Bexar Metropolitan Water District (Bexar Met) under the auspices of the Bexar County Elections Administrator. The duties and responsibilities of the Bexar County Elections Administrator included in the contract are as follows:

- a) Provide general overall supervision of the election and advisory services.
- b) Conduct early voting, in person, and by mail
- c) Procure, prepare, and distribute adequate election equipment and transport equipment to and from the initial polling locations, including early voting substations.

- d) Meet ADA requirements as the law relates to polling locations and voter assistance.
- e) Rental/Lease of cellular phones for early voting.
- f) Provision of a report of early voting results by precinct for city districts as well as for election night at 7:00 P.M.
- g) Provision of at least ten (10) County employees to operate telephones at main Administrative Office on Tuesday, November 4, 2003, from 6:30 a.m until 10:00 p.m.
- h) Distribute the lists of registered voters to be used in conducting the election, as provided by Bexar County Voter Registration.
- i) Preparation and programming of the ballots on the AIS 650 Optical Scanner
- j) Procure and distribute election supplies, including, but not limited to, the preparation, printing, and distribution of ballots and sample ballots.
- k) Establish a Central Counting Station for the purpose of tabulating ballots.
- l) Pay election day and early voting judges and clerks.
- m) Provide such incidental related services as may be deemed necessary to effect the election.

POLICY ANALYSIS

The City of San Antonio has traditionally contracted with Bexar County and joined other entities for election purposes in order to facilitate voting for its citizens and as a means of cutting the costs of the election process.

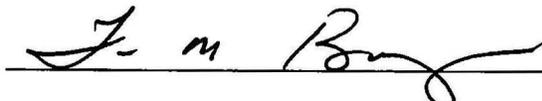
FINANCIAL IMPACT

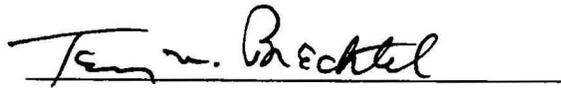
This contract for election services with the Bexar County Elections Administrator is estimated to cost \$372,400.29.

COORDINATION

The proposed ordinance has been coordinated with the City Attorney's Office, Office of Budget and Management, and the Bexar County Elections Department


Yolanda L. Ledesma, Acting City Clerk


Travis Bishop, Assistant City Manager


Terry M. Brechtel, City Manager

DO NOT TYPE IN THIS SPACE

CITY OF SAN ANTONIO

Request For Ordinance/Resolution

Date Friday, September 12,	Department City Clerk	Contact Person/Phone # Yolanda L Ledesma 207-7255
-------------------------------	--------------------------	--

Date Council Consideration Requested Thursday, September 11, 2003	Deadline for Action Thursday, September 25, 2003	Dept Head Signature <i>Yolanda L. Ledesma</i>
--	---	--

SUMMARY OF ORDINANCE

This ordinance will approve a contract for election services with Bexar County through the Bexar County Elections Administrator. This ordinance will give the Bexar County Elections Administrator the authority to officially conduct the Joint Special Election and appoint election officers for the City of San Antonio's Special Election scheduled for Tuesday, November 4, 2003.

Council Memorandum Must be Attached To Original

Other Depts , Boards, Committees Involved (please specify)
Bexar County Elections Administrator, City Attorney's Office, and Office of Management and Budget

Contract signed by other party
Yes No

FISCAL DATA (If Applicable)

Fund No 11	Amt Expended	Funds/Staffing Budgeted Yes <input type="checkbox"/> No <input type="checkbox"/>
Activity No 27-01-01	SID No	Positions Currently Authorized
Index Code	Project No	Impact of future O & M
Object Code		

Comments:

If positions added, specify class and no

Coordinator - White
 Legal - Green
 Budget - Canary
 Finance - Pink
 Originator - Gold