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**DEPARTMENT MEMO**

**DEPARTMENT:** City Secretary's Office  
**FROM:** Amanda Campos, City Secretary  
**MEETING:** July 6, 2020

**SUBJECT:**

Consider approval of a contract with Johnson County for election services for the November 3, 2020 General Election.

**SUMMARY:**

The City Council passed a resolution to postpone the May 2, 2020 General election to November 3, 2020 in response to COVID-19. November election dates require additional polling location and the city does not have the equipment or the personnel to accomplish all the requirements. The city resides in two counties, Johnson and Tarrant. The city received quotes from both, and will act on the Tarrant County contract at a later meeting.

Johnson County provided two quotes for election services. One quote was for a separate ballot with 1 early voting location and 12 Election Day location. The second quote was for a shared ballot with the county and provided 8 early voting locations and 12 Election Day location. After review of both quotes council agreed that a separate ballot and 1 early voting location with 12 Election Day locations would serve the city voter best.

The contract for election services is attached as well as the quote for services. There are expected savings not reflected in the quote. Johnson County could not provide the full list of entities contracting for November election services since the time for executing those contracts is in July and August. Other entities contracting will add to the saving due to shared services.

A resolution to modify the current election order will be presented to council in August for adoption.

**OPTIONS:**

Approved contract with Johnson County Elections for November 3, 2020 General Election.

**RECOMMENDATION:**

Approval

**FISCAL IMPACT:**

Cost for the November election will be budgeted in Fiscal year 2021, an increase of \$63,000 will be presented to council for consideration during the budget process.

**STAFF CONTACT:**

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