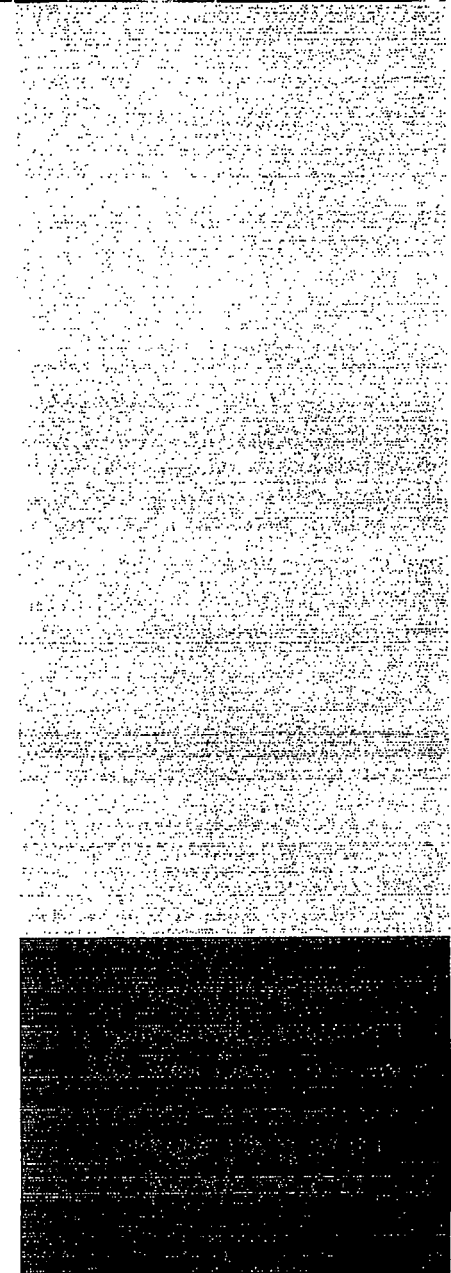




INVESTING IN DEMOCRACY

**MUNICIPAL ELECTIONS  
PILOT PROJECT**





**BACKGROUND**

The City of Long Beach has been invited by staff from the office of Secretary of State Kevin Shelley to submit a pilot project proposal for the funding of municipal election system improvements.

The City of Long Beach is the fifth largest city in California. If Long Beach were a county, it would be larger than 43 of California's 58 counties. The City is one of the most ethnically and racially diverse communities in the nation. In addition, the City's economic base is even more significant in that it is home to the third largest marine port in the world (Long Beach/Los Angeles ports combined).

The area's population is 473,190 residents and 220,000 registered voters. Elections minority language requirements include: Spanish, Tagalog, and Vietnamese.

The City of Long Beach currently conducts "even-numbered" calendar year elections for Mayor and City Council, the Long Beach Unified School District, and the Long Beach Community College District. These elections comprise 23 elected officials. The annual budgets for these jurisdictions total \$2.5 billion and their assessed value is \$25.7 billion.

In June 2002, the City expended \$1.5 million for the conduct of its April and June elections. The City employs a private contractor for election systems support. With the de-certification of punch card voting systems, the City converted to an "optical scan card" in April 2002.

**PROBLEM**

The County of Los Angeles is the largest voting jurisdiction in the United States and currently faces numerous fiscal and operational challenges related to procurement and installation of a modern voting system.

The City of Long Beach believes that the Los Angeles County Registrar-Recorder will conquer this challenge as part of a transition plan adopted by the Los Angeles County Board of Supervisors in August of 2002. However, given the size and complexity of Los Angeles County elections (i.e., the conduct of federal, state and county elections, and support of 88 cities, 100 school districts and 149 special districts), the City of Long Beach believes that the Los Angeles County Registrar-Recorder will be hard pressed to simultaneously meet the City's diverse elections administration needs before commencement of the 2004 and 2006 municipal elections cycle.

Without external funding, voters in Long Beach municipal elections will not receive the benefits of modern voting systems currently available in 57 California counties outside of Los Angeles County. The City of Long Beach wants to proactively plan to avoid election contest controversy and litigation that have the potential to undermine the public's confidence in its municipal elections system. Like Secretary Shelley, the City Council does not want Long Beach to become another Florida on our "collective" watch. When voting systems in municipal elections suffer, all California voters suffer.



To solve this problem, the Long Beach City Council seeks assistance and guidance from the Secretary of State to secure federal or state funding that will lead to the procurement of voting systems that can strengthen the integrity of, and voter confidence in, its municipal elections.

This project proposes to improve, on a comprehensive and systematic basis, the conduct of municipal elections consistent with the intent and requirements of California Proposition 41 (Shelley-Hertzberg Act), the Help America Vote Act of 2002 and Secretary Shelley's plan, *My Vote Counts: A California Blueprint for Voting in the 21st Century*. A well-designed voter education program supported by existing budget resources will augment this project.

Key requirements to be met include processes and controls related to: over-voting, under-voting, absentee voting, provisional voting, utilization of the statewide voter registration database, voter education programs, and training for election officials and poll workers.

There are two election systems configurations that would enhance elections administration in the City of Long Beach and their costs are presented below. Both configurations comprise sufficient systems and equipment quantities for the conduct of a citywide election.

The estimated costs of these configurations need to be confirmed via a Request for Proposal (RFP) process and vendors would be asked to propose solutions that would accommodate the election cycles and contests shown in the following table:

**DESCRIPTION**

Election Cycle	Contests Included
Primary Nominating Election – <b>April 13, 2004</b> <i>(Approximately 90 poll locations)</i>	City Council – <b>Districts 2, 4, 6, and 8</b> Long Beach Unified School District – <b>Areas 2 and 4</b> Long Beach Community College District – <b>Areas 2 and 4</b>
<b>General Municipal Election –            June 8, 2004</b>	<b>For any of the above April 2004 contests            requiring a run-off (except LBCCD).</b>
Primary Nominating Election – <b>April 11, 2006</b> <i>(Approximately 180 poll locations)</i>	City Council – <b>Areas 1, 3, 5, 7, and 9</b> Major, City Attorney, City Auditor, City Prosecutor, Long Beach Unified School District – <b>Areas 1, 3, and 5</b> Long Beach Community College District – <b>Districts 1, 3 and 5</b>
<b>General Municipal Election –            June 6, 2006</b>	<b>For any of the above April 2006 contests            requiring a run-off (except LBCCD).</b>



The municipal elections systems options submitted for consideration and discussion with the Secretary of State have benefits, disadvantages and variables that can affect the estimated costs. It is the City's view that further discussion of these options with the Secretary of State are indeed vital to development of a project configuration that is viable and fundable.

**OPTION I**

Precinct Level Ballot Counters and ADA Compliant Touch-Screen Voting Devices  
The estimated procurement cost of this option for all poll locations is \$2.2 million. This option utilizes mark-sense ballots for precinct and absentee voters, with special needs voters using touch-screen voting equipment. The main disadvantage of this option is that it does not blend with the long-term voting system solution sought by Los Angeles County.

Option I — Estimated Budget

<b>Item</b>	<b>Cost</b>
<i>Precinct Counters</i>	\$ 1,200,000
<i>DRE Voting Devices</i>	520,000
<i>ABS High-Speed Counter</i>	72,000
<i>Ballot Counting Software</i>	75,000
<i>Electronic Poll Books</i>	125,000
<i>Voting Card Burner</i>	79,000
<i>Network Servers</i>	40,000
<i>Elections Information Management System*</i>	80,000
<b>Total</b>	<b>\$ 2,191,000</b>

\* This is also referred to as the "front end" of the elections system. Counters are referred to as the "back end".



Touch-Screen Voting Devices At Polls With Mark-Sense Absentee Ballot

The estimated procurement costs for touch-screen voting devices is estimated at \$2.8 million. Such a system would utilize a mark-sense ballot for voters who vote by mail. Prospective vendors would be asked to integrate current OPTO-Mark system for absentee voters in order to avoid the \$75,000 expense for an ABS high-speed counter.

OPTION 2

Option 2 — Estimated Budget

Item	Cost
ABS High-Speed Counter	\$ 75,000
Touch-Screen Services	2,268,000
ABS Integration	72,000
Touch-Screen Management Software	75,000
Install & Training	125,000
Vote Cards	79,000
Servers	40,000
Elections Information Management System	80,000
<b>Total</b>	<b>\$ 2,814,000</b>

The City of Long Beach seeks funding from the Secretary of State for the procurement of front-end and back-end elections systems. With such funding, the City of Long Beach can serve as a model jurisdiction for attainment statewide of elections administration goals set forth by the Secretary of State as well as the voting system improvement provisions of the Help America Vote Act of 2002.

SCOPE

In parallel with this project, the City of Long Beach will meet with the County of Los Angeles Registrar-Recorder to determine the ability of the City to utilize the DIMS election management system to meet its elections planning "front end" needs. Such a working relationship could meet certain uniformity goals of the County and in the long-term the statewide voter registration database goals contained in Secretary Shelley's plan, *My Vote Counts: A California Blueprint for Voting in the 21st Century*.



[REDACTED]

If a funding commitment can be made, and with the approval of the Long Beach City Council, this project will permit the City to:

- Work collaboratively with the Secretary of State to see that the pilot project is guaranteed to succeed;
- Work with the Secretary of State and County of Los Angeles Registrar-Recorder in the development and utilization of uniform and useful educational and training materials (e.g. signature verification standards) for outreach to voters, elections officials, and poll workers;
- Work with the Los Angeles County Registrar-Recorder to achieve mutually beneficial goals for the improvement of County and City elections systems in the following areas:
  - a. *City access and utilization of the Los Angeles County DIMS election management system for election planning modules related to voters, database file transfers, poll and poll workers, petition verification, vote ballot processing and results reports;*
  - b. *City use of the Los Angeles County Registrar-Recorder electronic poll book system;*
  - c. *City-County cooperation and assistance in the recruitment of poll locations and workers for the County's March, and the City's April and June 2004 elections;*
  - d. *City assistance to the County in the provision of City facilities for the March and November 2004 elections;*
  - e. *Development of a Requests for Proposal document that will solicit vendor proposals that are responsive to the short-term and long-term voting system needs of the City and the County (this endeavor includes County input on system selection and a request that proponent vendors provide pricing options for the purchase, lease, rental or pro bono provision of systems and equipment);*
  - f. *Provision by the City to the County of any voting systems equipment procured under this project for use in Los Angeles County Registrar-Recorder administered elections, if requested; and*
  - g. *Contingency planning to mitigate the impacts of concurrent elections should the State Primary Election move from March 2004 to June 2004.*



- Conduct, test and evaluate modern voting systems and technologies in a diverse and complex urban environment for the purposes of:
  - a. *Reporting results (as allowed under Section 281 of the Help America Vote Act) related to accounting and evaluating the need for:*
    1. Making voting equipment fully accessible for individuals with disabilities, including the blind and visually impaired;
    2. Ensuring that individuals with disabilities can vote independently and with privacy; and
    3. Providing alternative language accessibility for individuals with limited proficiency in the English language.
  - b. *Observing, evaluating and reporting on the acceptance, and utility of paperless or paper compliant touch-screen voting devices;*
  - c. *Testing of the statewide voter registration database; and*
  - d. *Assisting the County of Los Angeles Registrar-Recorder in obtaining polling places that are accessible to individuals with disabilities.*

The City of Long Beach will seek to achieve the following project goals:

- Promote integration, coordination and implementation of voter education programs, statewide standards, and new elections systems between the Secretary of State, County of Los Angeles, and the City of Long Beach in a manner responsive to the spirit and intent of the Help America Vote Act of 2002 and Secretary Shelley's "My Vote Counts" State plan;
- Improve the accuracy, speed, transparency, security and integrity of city election systems and operations;
- Minimize the increased costs of changing to modern voting technologies at the County and City government level. As a part of this endeavor the RFP will seek to obtain pricing proposals that provide procurement options for purchase, lease, rental, or pro bono provision of systems and equipment;
- Energize local elections by enhancing the ability of the City to bring voters back to the polls via a coordinated State-County-City voter education and outreach program;
- Provide an environment for the testing of modern voting systems standards, technologies and systems in a diverse and complex urban environment contrasted against the requirements of the Help America Vote Act of 2002.

GOALS



## SYSTEM REQUIREMENTS

To effectively manage its municipal elections, the City of Long Beach proposes to procure two systems. First, an elections information management system; second, a vote counting system. When selected, both systems should integrate with voter education and poll worker training programs and resources developed by the Secretary of State and County of Los Angeles.

Furthermore, the City of Long Beach commits to the development of system performance measures that reflect the spirit and intent of Secretary Shelley's "My Vote Counts" State plan. These measures will be developed collaboratively with designated staff of the Secretary of State and the Los Angeles County Registrar-Recorder.

In selecting a certified voting system, the City of Long Beach must insure that the system will meet federal and state language and disability access requirements.

The City of Long Beach will work closely with its neighborhood associations and community groups to maximize utilization of the option that is funded.

In the event that funds are available for voting system improvements, we would require vendors to meet the following guidelines:

- Provision of California State certified elections information management and vote tabulation systems compatible with the Secretary of State's statewide goals;
- Provision of a workflow-based elections management system that integrates all steps associated with the processing of: registered voters, electronic poll book linkages, contest set up, candidate nomination papers, ballot layout, signature verification, petition verification, absentee and provisional voting, and the wireless export of data to the ballot counting systems;
- Provision of an elections management system that will integrate the anticipated statewide voter registration database;
- Provision of touch-screen capability (with wireless capability to set up and close polls) for use by voters with special needs and for deployment at early voting locations;
- Provision of an automated absentee ballot process for sorting and counting of absentee ballots by precinct and which integrates with the existing OPTO-Mark system;
- Internet capability for real-time reporting of election results on election night;
- Provision of a "provisional voter" interface by which voters can electronically determine if their votes counted (either via the Internet or by Interactive Voice Response technology);
- A reduction in vote tabulation time on election night via remote reporting;
- Provision of on-site technical support throughout the implementation process and on Election Day;



- Provision of sound and well-designed project management plan that will meet the requirements of this project proposal;
- Provision of a City-County integration plan that will permit the City of Long Beach to provide voting equipment to the County of Los Angeles, at a future date, should the County of Los Angeles select the same vendor ultimately selected for this project;
- Provision of no-cost systems upgrades pursuant to the current and future requirements of the Elections Code or the Secretary of State;
- Provision of technology or systems upgrade credit should Los Angeles County procure a voting system (at a later date) from the same vendor selected as a result of this project;
- Provision of a voting equipment trade-in or salvage value should the County of Los Angeles (at a later date) select a voting system from a vendor other than one selected as a result of this project;
- Provision of election staff/poll worker training and voter education materials (hard copy and electronic) necessary to ensure the smooth transition to the selected technology;
- Provision of optional pricing plans (purchase, lease, rent) that will deliver a turnkey election system for the conduct of the April and June 2004 and April and June 2006 elections;
- Provision of a plan that will allow the City to retain its OPTO-Mark ballot system for the purpose of mail ballots and absentee voters.

With collaborative design between the State, County of Los Angeles and the City of Long Beach, this project can support the implementation of HAVA requirements in the following areas:

LINKS TO HAVA

1. Educating voters concerning voting procedures, voting rights, and voting technology in City and federal elections;
2. Training election officials and poll workers to work in City as well as federal elections;
3. Improving and acquiring, voting systems and technology, and methods for casting and counting votes that can be used in City and federal elections (e.g. absentee systems); and
4. Improving the accessibility and quantity of polling places, including providing physical access for individuals with disabilities and providing access for individuals with visual impairments.

**CONSIDERATIONS  
& MILESTONES**

A commitment to this project in July 2003 would permit implementation for the City of Long Beach April (Primary Nominating Election) and June (General Municipal Election) 2004 calendar year elections.

Immediately upon favorable support of this proposal, the City of Long Beach would adopt the following project milestones:

Project Milestones

Action	Completion Date
Release of System RFP	July 15, 2003
Determination of DIMS Utilization	July 22, 2003
RFP Vendor Conference	July 25, 2003
Vendor Interviews	August 5-7, 2003
Vendor Selection and Contract Approval	September 2, 2003
Development of Testing Criteria	September 30, 2003
City Election Day	April 6, 2004 & June 8, 2004

**ADVANTAGES**

The proposed project provides capacity flexibility and allows the City of Long Beach to react quickly to changes in the community. Chief benefits include:

Flexible Systems and Equipment

With the ability to operate election front-end and back-end election systems, there is zero changeover time for the City of Long Beach to conduct a municipal election. Using its own equipment, the City can access it and reroute its use at any time election days are permitted.

Depending on the success of the RFP process, the City of Long Beach will be able to:

- Procure systems and equipment that may aid the County of Los Angeles in the testing and evaluation of modern voting systems on Election Day in a large urban and diverse environment;



- Procure systems and equipment that may be “changed out” at a future date in the event that the County of Los Angeles selects a different system vendor in 2005 (this endeavor seeks to minimize concerns of voters voting on different equipment in the long-term once a new County election system is selected);
- Train poll workers and educate voters in a large urban and diverse voting environment that is a microcosm of the County of Los Angeles.

#### Flexible Processes

With the set-up efficiencies inherent in modern election systems technology, the City of Long Beach can streamline and enhance its operations in the areas of registered voter database accuracy, voter education, polling place worker recruitment, high school student worker program, candidate processing, petition checking, and nomination and candidate filings.

#### Flexible Workers

With employee knowledge of their community culture, geography and needs, City employees can apply their multiple administrative skills to the entire range of elections administration responsibilities. With the opportunity for tighter coordination, they can switch from one election administration responsibility to another quickly. Under such circumstances they can respond swiftly and without delay to local concerns and needs. As their experience and skill base grow, they can enhance transparency in local government elections as never demonstrated before.

By availing themselves of the anticipated State Elections Academy, and other statewide elections standardization programs, they bring to the local level the opportunity for the creation of improvements in signature verification, consistency in voter education programs, and the timely and accurate counting of all votes.

#### Using External Capacity

When necessary, the City of Long Beach can develop additional capacity by using the services of the County of Los Angeles Registrar-Recorder and its current elections consultant.

Conversely, by using the capacities of the City of Long Beach, this project will relieve the County of Los Angeles of workload and resource demands in developing and implementing a municipal elections model that can blend with countywide elections improvement goals adopted by the Los Angeles County Board of Supervisors.