



THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO CPPB
PURCHASING AGENT

GWEN MCLAREN, CPPB
ASST. PURCHASING AGENT

COUNTY COURTHOUSE
722 Moody (21st Street)
Fifth (5th) Floor
GALVESTON, TEXAS 77550
(409) 770-5371

July 7, 2017

RE: ADDENDUM #1
Bid #B172018, Prepare & Print Ballots & Election Supplies

To All Prospective Bidders,

The following information is being provided to aid in preparation of your bid submittal(s):

ATTACHMENTS:

The attachments mentioned in the Special Provisions section were inadvertently omitted from the original bid packet. The attachments are included in this addendum.

Please send bid submittals to:
Galveston County Purchasing Agent
Attention: Rufus Crowder, CPPO CPPB
722 Moody (21st Street), Fifth (5th) Floor
Galveston, Texas 77550

As a reminder, all questions regarding this bid must be submitted in writing to:

Rufus G. Crowder, CPPO CPPB
Galveston County Purchasing Agent,
722 Moody, Fifth (5th) Floor
Galveston, Texas 77550
Fax: (409) 621-7987
E-mail: rufus.crowder@co.galveston.tx.us

Please excuse us for any inconvenience that this may have caused.

Sincerely,

Gwen McLaren, CPPB

Gwen McLaren, CPPB
Assistant Purchasing Agent
Galveston County

CONTENTS OF CUSTOMIZED EARLY VOTING COLLECTION KITS- PAPER & ELECTRONIC

Forms for Kits:

1	outside box for kits	
1	manual for eSlates	
1	manual for eScans	(if paper ballots)
2	voter information poster	(1-english, 1-spanish)
5	"place for early voting" sign	form only used for early voting
10	how to mark your paper ballot	(if paper ballots - posted in booth)
4	distance markers for Early Voting	
2	voter instructions-how to vote eSlate	come in pads
1	voting instructions- escan	(if paper ballots - come in pads)
2	eSlate scripts	
3	list of first time voters	
25	voter registration cards	
10	oath of assistance or interpreter	
5	affidavit for voter assistance	
2	early voting list of provisional voters	
25	notice to provisional voter	
25	provisional affidavit envelope	
25	security envelope for provisional ballot	
1	large envelope for provisional affidavits	
3	register of spoiled ballots	(if paper ballots)
1	large spoiled ballot envelope	(if paper ballots)
5	registration omissions list	
5	registration corrections list	
50	statement of residence cards	
1	envelope #2	
1	envelope #3	
1	envelope #4	
5	payroll sheets	
2	register of official ballots for branch early voting	(also called statement of compensation and oaths)
10	request to cancel ballot by mail	(if paper ballots)
1	envelope for request and cancelled mail ballots	
1	instructions for combination form	cheat sheet for qualifying a voter
100/ varies	combination forms	form only used for early voting-combines poll list, signature roster, affidavit of voters not on list, and affidavit of voters without certificate (only used for primaries - come in pads)
20	party affiliation slips	
1	early voting booth seal for serial number log	
1	eSlate reconciliation log (envelope)	
15	Daily envelope eSlate	
15	Daily envelope eScan	(if paper ballots)
1	reconciliation/cancelled booth log (envelope)	(if paper ballots)
2	blue ballot and seal certificate	(if paper ballots)
1	No. Booth Pages (1 thru 12)	
1	paper roll	
2	ballot and seal certificate	

CONTENTS OF CUSTOMIZED ELECTION DAY KITS- PAPER & ELECTRONIC

Forms for Kits:

1	outside box for kits	
1	manual for eSlates	
1	manual for eScans	(if paper ballots)
2	voter information poster	(1-english, 1-spanish)
5	"vote here" sign	
10	how to mark your paper ballot	(if paper ballots - posted in booth)
4	distance markers for Election Day	
2	voter instructions-how to vote eSlate	come in pads
2	eSlate scripts	
1	voting instructions- escan	(if paper ballots - come in pads)
3	list of first time voters	
25	voter registration cards	
10	oath of assistance or interpreter	
5	affidavit for voter assistance	
2	election day list of provisional voters	form only used for election day
25	notice to provisional voter	
25	provisional affidavit envelope	
25	security envelope for provisional ballot	
1	large envelope for provisional affidavits	
3	register of spoiled ballots	(if paper ballots)
1	large spoiled ballot envelope	(if paper ballots)
5	registration omissions list	
5	registration corrections list	
50	statement of residence cards	
1	envelope #2	
1	envelope #3	
1	envelope #4	
1	voted emergency ballot envelope	
5	payroll sheets	
2	register of official ballots for election day	(also called statement of compensation and oaths)
10	request to cancel ballot by mail	form only used for election day
1	envelope for request and cancelled mail ballots	
2	blue ballot and seal certificate	(if paper ballots)
2	receipt for transfer case (white)	form only used for election day
1	No. Booth Pages (1 thru 12)	
1	paper roll	
1	unconsolidated reconciliation/cancelled booth log (envelope)	
5	affidavit of voter without registration certificate	form only used for election day
1	notice of total number of voters voted	form only used for election day
100/varies	signature rosters	form only used for election day
100/varies	poll list	form only used for election day

CONTENTS OF CUSTOMIZED EARLY VOTING ELECTION KITS- ELECTRONIC ONLY

Forms for Kits:

1	outside box for kits	
1	manual for eSlates	
2	voter information poster	(1-english, 1-spanish)
5	"place for early voting" sign	form only used for early voting
4	distance markers for Early Voting	
2	voter instructions-how to vote eSlate	come in pads
2	eSlate scripts	
3	list of first time voters	
25	voter registration cards	
10	oath of assistance or interpreter	
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2	early voting list of provisional voters	
25	notice to provisional voter	
25	provisional affidavit envelope	
25	security envelope for provisional ballot	
1	large envelope for provisional affidavits	
5	registration omissions list	
5	registration corrections list	
50	statement of residence cards	
1	envelope #2	
1	envelope #3	
1	envelope #4	
5	payroll sheets	
10	request to cancel ballot by mail	(also called statement of compensation and oaths)
1	envelope for request and cancelled mail	
1	ballots	
100/ varies	instructions for combination form	cheat sheet for qualifying a voter
	combination forms	form only used for early voting-combines poll list, signature roster, affidavit of voters not on list, and affidavit of voters without certificate (only used for primaries - come in pads)
20	party affiliation slips	
1	early voting booth seal for serial number log	
1	eSlate reconciliation log (envelope)	
15	Daily envelope eSlate	
1	No. Booth Pages (1 thru 12)	
1	paper roll	
2	ballot and seal certificate	