

Attachment B

2020 HAVA Security Funds Grant Request Cover Page

Federal Award ID: WV20101CARES CFDA 90.404 **Budget Period:** 3/28/2020 – 12/31/2020

The County Commission of Lincoln County, on the 14th day of July 2020, herein make application for a 2020 HAVA Act subgrant or reimbursement in the total amount of \$ 55,602.75, as reflected in the "request" in Attachment C.

With regard to required matching funds, the County Commission represents that it has the required percentage of matching funds as required by Code of State Rules §153-10; and that the County has the authority and ability to spend the requested funds through lawful purchasing procedures no later than one hundred twenty (120) days from receipt of the award.

We, the undersigned, hereby affirm and swear by our signatures below that the County Commission has met and passed a resolution authorizing the County to purchase or request reimbursement in the request form (Attachment C) to enter into this grant agreement.

Jul Stowe
Commissioner

7/14/2020
Date

Maria Aouless
Commissioner

7/14/2020
Date

Charles Vance
Commissioner

7/14/2020
Date

*Commissioner

Date

*Commissioner

Date

*If applicable

The foregoing instrument was acknowledged before me on the following date:

Paul G. Baker
Clerk of the County Commission

7/14/2020
Date

Attachment C

County: Lincoln

Date: 7/14/2020

2020 HAVA SECURITY FUNDS SUB-GRANT REQUEST

Requests for sub-grants for may be requested by submitting all the following documents to the Secretary of State's Office. Guidance on the 2020 HAVASecurity Funds Sub-grant can be found in the Instructions and the Grant Notification. Any request that does not include all required documentation may be rejected and the additional requirements will be requested to be submitted for consideration:

All requests:

Itemized sub-grant request descriptions:

VENDOR & DESCRIPTION

1. <u>ES&S E-Pollbooks</u>	Cost: <u>65,415.00</u>
2. _____	Cost: _____
3. _____	Cost: _____
4. _____	Cost: _____
5. _____	Cost: _____
6. _____	Cost: _____
7. _____	Cost: _____
8. _____	Cost: _____
9. _____	Cost: _____
10. _____	Cost: _____
Total	Cost \$ <u>65,415.00</u>

Additional information required:

Recipient sub-grants (grant of funds to make purchase) must include attachments including:

1. Three vendor quotes or cost estimates for product or services

Reimbursements of qualified purchases that have been made must also include:

1. Proof of payment for all items
2. Invoice from the vendor or vendors, if applicable
3. Acceptance of Delivery documentation for purchased items or services
4. List of equipment identification or serial numbers

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION	
Lincoln County Commission	
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
Prefix: <input type="text"/>	* First Name: <input type="text" value="Darel"/> Middle Name: <input type="text" value="Gene"/>
* Last Name: <input type="text" value="Baker"/>	Suffix: <input type="text"/>
* Title: <input type="text" value="County Clerk"/>	
* SIGNATURE: <input type="text" value="Darel H. Baker"/>	* DATE: <input type="text" value="7/14/2020"/>

DIREL BAKER, COUNTY CLERK
LINCOLN COUNTY COMMISSION
PO BOX 497
HAMLIN, WV 25523

OFFICE DEPUTIES:

KIMBERLY TOPPINS

CHERYL KISER

(304)824-7990 EXT. 233

FAX (304)824-2444

OFFICE DEPUTIES:

KYRA BIAS

July 14, 2020

WV Secretary of State
HAVA Grant Advisory Board
State Capitol Building
Charleston WV 25305

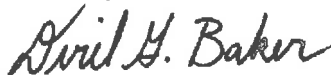
Dear Sir or Madam:

As the county clerk it is my responsibility to officiate Federal State and Local Elections in Lincoln County. This is a responsibility that I do not take lightly. Since taking office in November of 2012 I have done everything possible with the budget that I am provided to update and repair aging voting equipment. This funding request, if granted, would go along in showing the people of Lincoln County my commitment of holding fair and accurate elections.

I am applying for funds to replace **Express Pollbooks** (EP 5000s) which the county commission purchased nearly 10 years ago and according to our vendor we are the only county still using this older version equipment. We have also been told this is a separate type of code they need to write for each election to keep these older poll books working and that parts (printers, power supply cords, signature pads ext...) aren't being manufactured any longer. It is for these reasons I hope you approve my request for funding for **Express Tablet Pollbooks**. All information requested is attached to this packet. If you need any other information or I can help in any way please contact me at the above contact information.

Thank you in advance for considering my county for this grant. Please approve this grant so I can keep up with the improvements here at home and better serve the people of Lincoln County.

Sincerely,



Direl G. Baker
Lincoln County Clerk



Lincoln County, WV
 Electronic Pollbook Quote
 Submitted by Election Systems and Software, LLC

Purchase Solution Includes:

Description	UOM	Qty	Unit Price	Total Price
ExpressPoll Tablet With Stand:				
ExpressPoll System including 10" Tablet, Stand, Integrated Barcode Reader, 32GB Thumb Drive, Carrying Case, Mobile Device Management and ExpressPoll Software Application	Each	45	\$1,150.00	\$51,750.00
ExpressPoll External Printer Options:				
DYMO 450 Turbo Printer with Power Supply/Cord and USB Cable	Each	45	\$130.00	\$5,850.00
DYMO Thermal Paper Rolls - 300 ft	Each	45	\$7.00	\$315.00
Implementation Services:				
Acceptance Testing	Per Unit	45	\$50.00	\$2,250.00
Project Management	Day	1	\$1,700.00	\$1,700.00
Pollbook Software Training	Day	1	\$1,700.00	\$1,700.00
Shipping (ExpressPoll Hardware & Software)	Per Unit	45	\$20.00	\$900.00
One Year Hardware and Software Warranty	N/A			Included

GRAND TOTAL

\$59,005.00

TERMS AND CONDITIONS

\$16,353.75 Due within thirty (30) calendar days of contract execution

\$49,061.25 Due within thirty (30) calendar days of delivery of ExpressPoll Hardware and/or ExpressPoll Software

**Annual Post-Warranty Maintenance and Support Fees
 (Fees are Based Upon a 1-Year Customer Commitment to Subscribe to the Following Services)**

PollBook Software:

ExpressPoll Software License and Maintenance and Support Fee - Year 1	Per Unit	45	\$125.00	\$5,625.00
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Note: Annual Software License, Hosting, and Maintenance and Support fees of \$5,625.00 will be invoiced 90-days prior to beginning of the post-warranty period. 100% of invoice total due within 30 calendar days of invoice date.

FootNotes:

1 Pricing valid for thirty (30) calendar days and is subject to change without notice thereafter

LINCOLN COUNTY COMMISSION
 BUDGET AND ENCUMBRANCE REPORT

AS OF 06/2020

ACCOUNT DESCRIPTION	ORIGINAL BUDGET	NET BUDGET REVISIONS	REVISED BUDGET	CURRENT YEAR ACTUAL	ACTUAL OVER/UNDER BUDGET	OUTSTANDING ENCUMBRANCES	UNENCUMBERED BALANCE
CO COMM GROUP INS EXPENSE	230000.00	87250.00	317250.00	166517.36	150732.64		150732.64
001-401-106-100							
CO COMM RETIREMENT	16531.00	3000.00	19531.00	17470.45	2060.55		2060.55
001-401-108-100							
CO COMMISSION OVERTIME	20000.00		20000.00	9433.03	10566.97		10566.97
001-401-109-100							
Commission Extra Help	18000.00	1000.00	19000.00	18696.80	303.20		303.20
001-401-211-100							
CO COMM TELEPHONE	45000.00		45000.00	44466.08	533.92		533.92
001-401-214-100							
CO COMM TRAVEL	5000.00		5000.00	60.95	4939.05		4939.05
001-401-216-100							
MAINTENANCE AGREEMENT	11000.00	1000.00	12000.00	11663.00	337.00		337.00
001-401-217-100							
CO COMM AUTO MAIN/REPAIR	60000.00		60000.00	15938.56	44061.44		44061.44
001-401-218-100							
CO COMM POSTAGE	50000.00	15000.00	65000.00	50644.71	14355.29		14355.29
001-401-220-100							
CO COMM ADVERTISING	80000.00	20000.00	100000.00	94587.23	5412.77		5412.77
001-401-222-100							
CO COMM DUES & SUBSCRIPT	15000.00		15000.00	9514.20	5485.80		5485.80
001-401-223-100							
CO COMM PROFESSIONAL SERV		250.00	250.00	30.67	219.33		219.33
001-401-224-100							
CO COMM AUDIT COST	34000.00		34000.00	24580.00	9420.00		9420.00
001-401-226-100							
CO COMM INSURANCE & BONDS	170000.00	131335.00	301335.00	29567.48	271767.52		271767.52
001-401-230-100							
CO COMM CONTRACTED SERV	31000.00	230717.00	261717.00	39604.78	222112.22		222112.22
001-401-230-105							
COVID-19 CONTRACT SERVICE		4000.00	4000.00	4000.00			
001-401-230-106							
IFDA CONTRACT SERVICE		5000.00	5000.00	4342.50	657.50		657.50
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Lincoln County Commission

Lincoln County

COUNTY COMMISSIONERS
JOSH STOWERS, PRESIDENT
CHARLES VANCE
MARIA "PHOEBE" HARLESS

P.O. Box 497
Hamlin, West Virginia 25523
304-824-7990 ext. 221
FAX: 304-824-2444

MARY NAPIER, CAO

July 14, 2020

Direl Baker, Clerk
PO Box 497
Hamlin, WV 25523

Re: Jail Bill

Dear Clerk Baker:

The county is currently in debt of excess of \$1.8 million dollars to the Regional Jail Authority. We have budgeted extra funds to help pay towards this debt in the 2020/2021 budget year.

If you should have any questions, please feel free to contact my office.

Sincerely,



Josh Stowers, President
Lincoln County Commission

JS/mrn

Lincoln County Commission

Lincoln County

COUNTY COMMISSIONERS
JOSH STOWERS, PRESIDENT
CHARLES VANCE
MARIA "PHOEBE" HARLESS

P.O. Box 497
Hamlin, West Virginia 25523
304-824-7990 ext. 221
FAX: 304-824-2444

MARY NAPIER, CAO

July 1, 2020

WV Secretary of State
HAVA Grant Advisory Board
State Capitol Building
Charleston, WV 25305

Re: HAVA Grant

I am writing this letter in support of the HAVA Grant for E-Poll Books for our election department. It is imperative that Lincoln County maintains up to date and properly working voting equipment with the best possible security so that we may ensure the citizens of Lincoln County a fair election process. We must do this to the best of our ability with the resources that we have in a time of continuing budget concerns.

So on behalf of the Lincoln County Commission I would like to offer our full cooperation and support to these projects and to the Lincoln County Clerk as we move forward. Any consideration you may give to this application is greatly appreciated.

Sincerely,



Josh Stowers, President
Lincoln County Commission

JS/mrn

COUNTY OF LINCOLN
RESOLUTION OF PARTICIPATION AND COOPERATION

Whereas, the Lincoln County Commission has applied for a WV Secretary of State HAVA Grant with the total project cost in amount of **\$65,415.00** for purchase E-Pollbooks for Elections;

Whereas, the Lincoln County Commission will commit to pay fifty percent (15%) cost of the project;

Now Therefore, let it be known; The Lincoln County Commission gives Joshua Stowers, President Authorization to sign thus stated grant application and letter of support.




Joshua Stowers, President

Lincoln County Commission



Phoebe Harless, Commissioner

Lincoln County Commission



Charles Vance, Commissioner

Lincoln County Commission

DIREL BAKER, COUNTY CLERK

LINCOLN COUNTY COMMISSION

PO BOX 497

HAMLIN, WV 25523

CHIEF DEPUTY:

CHERYL KISER

(304)824-7990 EXT. 233

FAX (304)824-2444

OFFICE DEPUTIES:

KIMBERLY TOPPINS

KYRA BIAS

HAVA GRANT ADVISORY BOARD,

Attached is a copy of an excerpt of the Lincoln County Budget Control Report. All matching grant funds will be spent out of the Capital Outlay Line Item. (001-401-459-100)

Lincoln County Clerk



Direl Baker