



Administration Building
East Hearing Room
5334 S. Prince St.
Littleton, CO 80120
303-795-4630
303-738-7915 TTY
303-795-4630 Audio Agenda Line

Nancy A. Doty, Chair, District 1
Nancy Sharpe, District 2
Rod Bockenfeld, District 3
Nancy Jackson, Chair Pro-Tem, District 4
Bill Holen, District 5

Public Meeting
March 29, 2016
9:30 A.M.

The Board of County Commissioners holds its weekly Public Hearing at 9:30 a.m. on Tuesdays. Public Hearings are open to the public and items for discussion are included on this agenda. Items listed on the consent agenda are adopted with one vote. Items listed under regular business are considered separately. Agendas are available through the Commissioners' Office or through the County's web site at www.arapahoegov.com. Questions about this agenda, please contact the Commissioners' Office at 303-795-4630 or by e-mail at commissioners@arapahoegov.com.

CALL TO ORDER

Arapahoe County Board of County Commissioners

INTRODUCTION

Ron Carl, County Attorney
Joleen Sanchez, Asst. Clerk to the Board

ROLL CALL

PLEDGE OF ALLEGIANCE

MODIFICATION TO THE AGENDA

ADOPTION OF THE AGENDA

APPROVAL OF THE MINUTES

CITIZEN COMMENT PERIOD

Citizens are invited to speak to the Commissioners on non-agenda items. There is a 3-minute time limit per person, unless otherwise noted by the Chair.

CONSENT AGENDA

1. 3.14.2016 Warrant ACH Expenditure Report

Authorization to sign the Warrant Disbursement Register

Ron Carl, County Attorney

Documents: [3.14.2016 WARRANT ACH EXPENDITURE REPORT.PDF](#)

2. Abatement

Adoption of a resolution approving the recommendations of the Assessor for an abatement petition as a result of agreements reached between taxpayers and the County regarding the value of property for property tax purposes, pursuant to the terms contained therein

*Ron Carl, County Attorney
Karen Thompsen, Paralegal, County Attorney's Office*

Documents: [3 MARCH 29, 2016.DOC](#), [SAMPLE BAA RESOLUTION.DOC](#)

3. Abatement Correction

Adoption of a resolution to correct abatement Resolution No. 160169 which contains an error in the amount of the refund on parcel number 26152-75156-001 for tax year 2014

*Ron Carl, County Attorney
Karen Thompsen, Paralegal, County Attorney's Office*

Documents: [3-29-16 BSR CORRECTION PAGE ONE.DOC](#), [SAMPLE ABATEMENT APPROVAL.DOC](#)

4. Abatements

Adoption of a resolution approving the recommendations of the Assessor for an abatement petition as a result of agreements reached between taxpayers and the County regarding the value of property for property tax purposes, pursuant to the terms contained therein

*Barb LeBlanc, Paralegal
Ron Carl, County Attorney*

Documents: [3-29 BSR.DOC](#), [DRAFT APPROVAL RESO.DOC](#)

5. Amended Smoking Map for Arapahoe County Sheriff's Office and Coroner's Facility

Adoption of a resolution approving an updated smoking area designation map for the Sheriff/Coroner Headquarters building

*Jon Takayama, Human Resources Manager, Sheriff's Office
Olga Fajaros, Budget & Logistics Manager, Sheriff's Office
Larry Etheridge, Support Services Bureau Chief, Sheriff's Office
Louie Perea, Undersheriff
David Walcher, Sheriff
Dr. Kelly Lear-Kaul, Coroner
Tiffanie Bleau, Senior Assistant County Attorney*

Documents: [BSR - CONSENT AGENDA SMOKING AREA MAP.DOCX](#), [SMOKING MAP RESO.DOC](#), [ACSO_SMOKING_MAP_2016.PDF](#)

6. Clerk & Recorder 2016 Election Day Requests

Adoption of a resolution approving the following four 2016 Election Day requests made by Matt Crane, Clerk and Recorder: 1) Closing the Clerk and Recorder Branch Offices on November 8, 2016 (General Election Day); 2) Using the Administration Building lobby as a Voter Service and Polling Center; 3) Closing the Lima Plaza and

CentrePoint Plaza Campuses to the public on November 8, 2016; and 4) Opening all Clerk and Recorder's Branch Offices at 10 a.m. on November 9, 2016

Jennifer Morrell, Elections Deputy, Clerk & Recorder's Office
Matt Crane, Clerk and Recorder
Monica Kovaci, Assistant County Attorney

Documents: [160317 BSR RESO CLERK RECORDER 2016 ELECTION REQUESTS.DOCX](#)

7. Clerk & Recorder Purchase of Dominion Election Equipment

Adoption of a resolution authorizing the Chair of the Board of County Commissioners to sign an agreement with Dominion Voting Systems to purchase Democracy Suite/Image Cast voting system election equipment, pending approval of the agreement by the County Attorney's Office

Jennifer Morrell, Elections Deputy, Clerk & Recorder's Office
Matt Crane, Clerk and Recorder
Monica Kovaci, Assistant County Attorney

Documents: [160317 BSR RESO CLERK RECORDER PURCHASE OF DOMINION ELECTION EQUIPMENT.DOCX](#)

8. Clerk & Recorder Waiver of Purchasing Policies for the Purchase of Ballot Boxes

Adoption of a resolution approving the Clerk & Recorder's Office request for a Sole Source Waiver for Purchase of ten (10) 24-hour Ballot Boxes

Jennifer Morrell, Elections Deputy, Clerk & Recorder's Office
Matt Crane, Clerk and Recorder
Monica Kovaci, Assistant County Attorney

Documents: [160317 BSR RESO CLERK RECORDER WAIVER FOR PURCHASE.DOCX](#)

9. Select Source Purchasing Waiver for a Third Party Administrator - Claims Management

Adoption of a resolution authorizing the Chair of the Board of County Commissioners to sign a waiver of the Arapahoe County Purchasing Policies for a select source agreement with Corporate Claims Management, Inc. for third party administrator claims management services

Cathy Lutzkanin, Risk Manager
Ron Carl, County Attorney
Keith Ashby, Purchasing Manager

Documents: [BOARD SUMMARY REPORT 3-2016.DOC](#), [WAIVER OF SOLICITATION 3-07-16.PDF](#)

10. Waiver of Solicitation for Special Weapons and Tactics (SWAT) Throw Phone

Adoption of a resolution authorizing the Chair of the Board of County Commissioners to approve the waiver of solicitation for one (1) throw phone for the Special Weapons and Tactics (SWAT) Team

Olga Fajaros, Budget & Logistics Manager, Sheriff's Office
Glen Thompson, Public Safety Bureau Chief, Sheriff's Office
David C. Walcher, Sheriff
Todd Weaver, Budget Manager, Finance
Tiffanie Bleau, Senior Assistant County Attorney

Documents: [BSR WAIVER THOW PHONE .DOCX](#), [RESOLUTION NO.DOCX](#),
[SIGNED WAIVER THROW PHONE.PDF](#)

GENERAL BUSINESS ITEMS

There are no Public Hearing or General Business resolutions to consider

COMMISSIONER COMMENTS

***Denotes a requirement by federal or state law that this item be opened to public testimony. All other items under the “General Business” agenda may be opened for public testimony at the discretion of the Board of County Commissioners.**

Arapahoe County is committed to making its public meetings accessible to persons with disabilities. Assisted listening devices are available. Ask any staff member and we will provide one for you. If you need special accommodations, contact the Commissioners' Office at 303-795-4630 or 303-738-7915 TTY. Please contact our office at least 3 days in advance to make arrangements.

REPORT FOR 03/08/2016 TO 03/14/2016

FUNDS SUMMARY:

FUNDS SUMMARY:	
10 General Fund	1,816,501.34
11 Social Services	17,849.34
14 Law Enforcement Authority Dist	173,007.22
15 Arapahoe / Douglas Works!	63,148.40
16 Road and Bridge	49,029.32
20 Sheriff's Commissary	2,685.00
21 Community Development	9,391.74
26 Grants	405,900.21
28 Open Space Sales Tax	29,320.44
29 Homeland Security - North Cent	12,448.04
33 Building Maintenance Fund	27,067.48
41 Capital Expenditure	565,133.83
42 Infrastructure	2,417.62
43 Arapahoe County Recreation Dis	1,001.99
70 Central Services	48,831.08
73 Self-Insurance Workers Comp	28,226.67
74 Self-Insurance Dental	32,432.48
84 E-911 Authority	191,672.53
91 Treasurer	56,740.20
	=====
TOTAL	3,532,804.93

FUND REPORT - EXPENDITURE TYPE

FUND 10 EXPENDITURE REPORT

4 A LLC	Services And Other	4,596.50
ADAM LENDI	Services And Other	31.21
ALL MIGHTY BAIL BONDS	MISC.	15.00
ALL TRAFFIC DATA SERVICES INC	Supplies	250.00
AMERICAN TIRE DISTRIBUTORS INC	Supplies	1,182.08
AQUA SERVE	Services And Other	166.00
ARAMARK CHICAGO LOCKBOX	Services And Other	3,051.86
ARAMARK CHICAGO LOCKBOX	Supplies	24,515.33
ARAPAHOE WATER AND WASTEWATER	Services And Other	48,555.33
BATTERY SYSTEMS INC	Supplies	87.77
BC SERVICES INC	MISC.	45.00
BETH A KINSKY	Services And Other	40.00
BRUCKNER TRUCK SALES INC	Supplies	895.00
CALIFORNIA STATE DISBURSEMENT UNIT	MISC.	52.15
CAROLINE HOGAN	Services And Other	29.11
CARQUEST AUTO PARTS	Supplies	28.07
CCG SYSTEMS INC	Services And Other	11,331.47
CDW GOVERNMENT, INC.	Services And Other	171.68
CDW GOVERNMENT, INC.	Supplies	636.90
CENTENNIAL PRODUCTS	Supplies	1,100.53
CGRS INC	Supplies	225.00
CHICAGO VOLUNTEER LEGAL SERVICES	MISC.	15.00
CITY OF AURORA	Services And Other	595.79
CLERK OF THE COMBINED COURTS	MISC.	12.15
COLORADO BUREAU INVESTIGATION	Services And Other	1,290.00
COLORADO DEPARTMENT OF REVENUE	MISC.	1,206.72
COLORADO NATURAL GAS INC	Services And Other	389.60
COLORADO NETWORK CABLING & CCTV LLC	Services And Other	150.00



Board Summary Report

Date: March 29, 2016
To: Board of County Commissioners
Through: Ronald A. Carl, County Attorney
From: Karen Thompsen, Paralegal
Subject: Approval of BAA Stipulation (1 Resolution Number)

Request and Recommendation

The purpose of this request is for the adoption of a resolution approving the Board of Assessment Appeals (BAA) stipulations listed below.

Background

These stipulations are a result of an agreement reached between the taxpayer and the County regarding a reduction in the amount of property tax owed, settling tax protests filed with the BAA.

Discussion

The following BAA docket number has been stipulated to for the tax year indicated below.

Tax Year	Docket #	Property Owner	Property Address	Reason	Original Value	Stipulated Value
2015/ 2016	66265	7103 Revere LLC & 12358 Easter LLC	7103 South Revere Parkway	1.	\$4,139,000	\$4,020,000
2015/ 2016	66341	Geupel FLP Gateway LLC	13701 East Mississippi Ave, #220, #240, #300, #310, #360, #370	1.	\$1,488,450	\$1,185,000
2015/ 2016	66342	ACC Gateway LLC	13701 East Mississippi Ave, #100, #200, #210, #320, #380	1.	\$2,648,850	\$2,300,000
2015/ 2016	66392	David S Mosteller	3703 Mansfield Avenue	1.	\$3,275,683	\$2,900,000
2015/ 2016	66423	Arapahoe Centennial Development, LLC	10750 East Arapahoe Road	2.	\$5,715,000	\$5,183,446

Reasons

1. Comparable market sales indicate that an adjustment to this value is correct.
2. Land value adjustment to \$8.00/sf indicates that overall adjustment is correct.

Alternatives

Let protest proceed to the BAA for a decision. Said alternative would involve unnecessary time and expense for the County and the taxpayer.

Fiscal Impact

Reduction in the amount of property taxes collected for the above listed properties.

Concurrence

The negotiator for the County Board of Equalization, the County Assessor and the County Attorney all support this recommendation.

Reviewed By:

Ronald A. Carl, County Attorney
Karen Thompsen, Paralegal

RESOLUTION NO. 160XXX It was moved by Commissioner _____ and duly seconded by Commissioner _____ to authorize the Arapahoe County Attorney to settle the following Board of Assessment Appeals Cases (Docket Numbers), for the tax years listed below:

Docket #	Property Owner	Tax Year
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After review by the County Attorney's Office, in conjunction with the Arapahoe County Assessor's Office and the Petitioners, evidence was submitted which supported the Stipulation and Petitioner agreed to a new value. The Assessor has recommended approval pursuant to the terms contained within the Stipulations. Based upon the evidence submitted to the Board on this date, the Board has no reason not to concur with the proposed Stipulations.

The vote was:

Commissioner Bockenfeld, ; Commissioner Doty, ; Commissioner Holen, ;
Commissioner Jackson, ; Commissioner Sharpe, .

The Chair declared the motion carried and so ordered.



Board Summary Report

Date: March 29, 2016

To: Board of County Commissioners

Through: Ronald A. Carl, County Attorney

From: Karen Thompsen, Paralegal

Subject: Correction to Abatement Resolution No. 160169
I need one (1) resolution number

Purpose and Recommendation

The purpose of this request is for the Board to adopt a resolution for the correction of Resolution No. 160169 which contains an error in the amount of the refund on parcel number 26152-75156-001 for tax year 2014.

Background and Discussion

The Board adopted Resolution No. 160169 on March 1, 2016 approving the Petition for Abatement on parcel number 26152-75156-001 for tax year 2014. The refund was calculated incorrectly. A late filing fee in the amount of \$50.00 should have been added to the original gross tax amount and a personal property credit of \$146.65 should have been subtracted. The correct refund amount for tax year 2014 is \$2,013.76. The Board should adopt one (1) new resolution to properly set forth the correct refund amounts to the property owner.

Alternatives

None.

Fiscal Impact

Reduction in the amount of property taxes collected on an approved petition, and no decrease in the taxes collected on a denied petition.

Concurrence

Karen Thompsen, Paralegal
Ronald A. Carl, County Attorney

when the following proceedings, among others, were had and done to-wit:

RESOLUTION NO. 150XXX It was moved by Commissioner _____ and duly seconded by Commissioner _____ to adopt the following Resolution:

WHEREAS, the Board of County Commissioners of Arapahoe County met at a duly and lawfully called meeting held on Tuesday, _____, 2015; and

WHEREAS, the Board at that time considered Petitions for Abatement or Refund of Taxes as submitted by various taxpayers and as contained within an Agenda Memorandum to the Board; and

WHEREAS, applicable procedures, due process, and requirements of notice were followed pursuant to Sections 39-1-113 and 39-10-114, C.R.S.; and

WHEREAS, no Petitioners or representatives of the Arapahoe County Assessor were present, although both parties were afforded notice; and

WHEREAS, the Board received comments from the County Attorney, received exhibits and reviewed the record as represented by an Agenda Memorandum summarizing the Petitions and the Arapahoe County Assessor recommendations.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Arapahoe County as follows:

1. That the Petition (per attached list), presented this date to the Board and relating to the schedule number set forth therein, shall be and are hereby granted, the recommendation of the Assessor is hereby adopted and abatements or refunds in the amounts approved by the Assessor are hereby approved by the Board.

Petitioner	Parcel Number	Year(s)	Refund
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The vote was:

Commissioner Bockenfeld, Yes; Commissioner Doty, Yes; Commissioner Holen, Yes; Commissioner Jackson, Yes; Commissioner Sharpe, Yes.

The Chair declared the motion carried and so ordered.



Board Summary Report

Date: March 14, 2016
To: Board of County Commissioners
Through: Ron Carl, County Attorney
From: Barbara LeBlanc, Paralegal
Subject: Abatement

Request and Recommendation

The purpose of this request is to obtain the authorization for the Chair to sign a resolution approving the recommendations of the Assessor concerning the listed abatement.

Background

These abatements were filed by petitioners and approved the Assessor's Office. C.R.S. 39-1-113(1) states. . ."no decision on any petition regarding abatements or refund of taxes shall be made unless a hearing is had thereon. . ."

Discussion

Attached in draft resolution

Alternatives:

None

Fiscal Impact

A decrease in the taxes collected on approval abatements.

Concurrence

The Assessor and County Attorney support these recommendations.

Reviewed by:

Barbara LeBlanc, Paralegal
Ron Carl, County Attorney

RESOLUTION NO. 160--- It was moved by Commissioner _____ and duly seconded by Commissioner _____ to adopt the following Resolution:

WHEREAS, the Board of County Commissioners of Arapahoe County met at a duly and lawfully called meeting held on Tuesday, March 29, 2016; and

WHEREAS, the Board at that time considered Petitions for Abatement or Refund of Taxes as submitted by various taxpayers and as contained within an Agenda Memorandum to the Board; and

WHEREAS, applicable procedures, due process, and requirements of notice were followed pursuant to Sections 39-1-113 and 39-10-114, C.R.S.; and

WHEREAS, no Petitioners or representatives of the Arapahoe County Assessor were present, although both parties were afforded notice; and

WHEREAS, the Board received comments from the County Attorney, received exhibits and reviewed the record as represented by an Agenda Memorandum summarizing the Petitions and the Arapahoe County Assessor recommendations.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Arapahoe County as follows:

1. That the Petition (per attached list), presented this date to the Board and relating to the schedule number set forth therein, shall be and are hereby granted, the recommendation of the Assessor is hereby adopted and abatements or refunds in the amounts approved by the Assessor are hereby approved by the Board.

Petitioner	Parcel Number	Year(s)	Refund
Tuo-Greenwood	2075-27-2-13-001	2013/14	\$75,084.41
Tuo-Greenwood	2075-27-2-13-002	2013/14	\$72,538.10
Scott Thornock	2077-14-3-05-006	2015	\$16,256.57

Information received from property owner, after the original value was placed on the property, resulted in a reduction to that property's value

Readtech LLC	33390-46302-001	2014	\$13,797.21
United Railroad Services	27349-72098-001	2013/14	\$47,862.29

C,R.S. 39-10-114(1)(a)(i)(A) now allows errors by the property owner in the declaration to be abated



Board Summary Report

Date: March 15, 2016

To: Board of County Commissioners

Through: David C. Walcher, Sheriff
Dr. Lear-Kaul, Coroner

From: Olga Fajaros, Budget & Logistics Manager

Subject: Approval of an updated Designated Smoking Area map for the Sheriff/Coroner HQ Building

Request and Recommendation

The Arapahoe County Sheriff's Office (ACSO) requests the Board of County Commissioners to approve the adoption of an updated Smoking Area designation map for the Sheriff/Corner Headquarters building to be posted on the County intranet. This item was heard in a study session on March 14, 2016.

Background and Discussion

In 2015, a comment card was received regarding some discrepancies with the current Designated Smoking Area map that is currently displayed on the County Intranet. After review, it was determined that there were some issues with the accuracy of the map related to the current state. The current map shows an exclusion zone in the area ACSO currently has designated as a smoking area for employees, which is out of sight of the general public. The two other areas shown on the map will stay in effect to accommodate visitors to the Sheriff's Office and Coroner's Office. The compass direction indicator is also incorrect.

Alternatives

The alternative would be to keep the current map, which is inaccurate.

Fiscal Impact

There is no Fiscal Impact

Concurrence

The Arapahoe County Sheriff's Office Administration and the Coroner's Office are in concurrence with this decision.

Reviewed By:

David C. Walcher, Sheriff

Louie Perea, Undersheriff

Dr. Lear-Kaul, Coroner

Larry Etheridge, Support Services Bureau Chief

Olga Fajaros, Budget & Logistics Manager

Jon Takayama, Human Resources Manager

RESOLUTION NO. It was moved by Commissioner and duly seconded by Commissioner to approve the amended smoking map for the Arapahoe County Sheriff's Office.

The vote was:

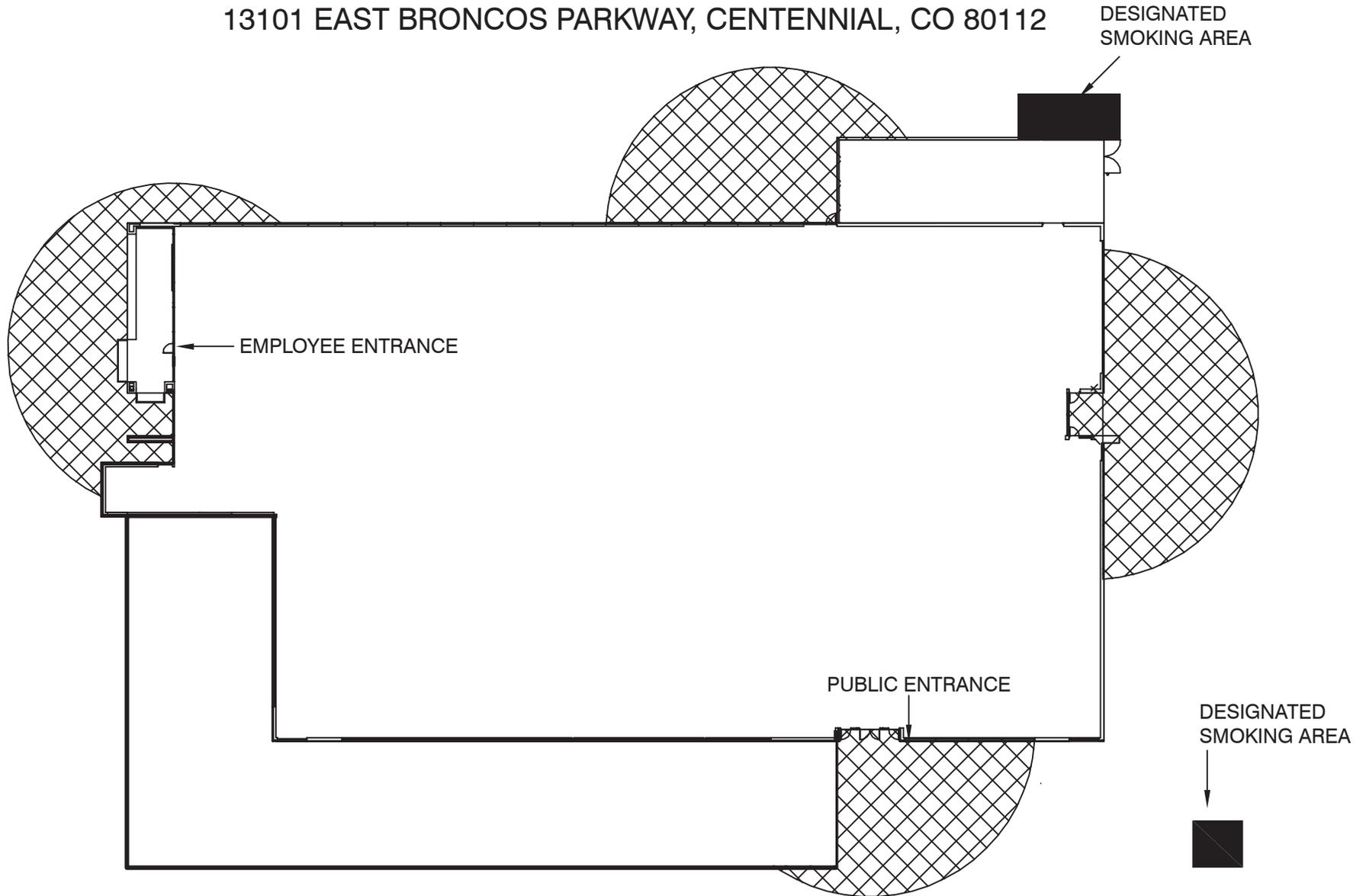
Commissioner Bockenfeld, ; Commissioner Doty, ; Commissioner Holen, ;
Commissioner Jackson, ; Commissioner Sharpe, .

The Chair declared the motion carried and so ordered.

NO SMOKING BUILDING ENTRANCE ZONES

SHERIFF'S/CORONERS BUILDING

13101 EAST BRONCOS PARKWAY, CENTENNIAL, CO 80112



ARAPAHOE COUNTY
COLORADO'S FIRST

DESIGNATED SMOKING AREA

LEGEND

DESIGNATED SMOKING AREA

50 FEET NO SMOKING BUILDING ENTRANCE BUFFER



NORTH



Board Summary Report

Date: March 17, 2016

To: Board of County Commissioners

From: Matt Crane
Arapahoe County Clerk and Recorder

Through: Monica Kovaci, Assistant County Attorney

Subject: 2016 Clerk & Recorder Election Requests

Direction/Information: The Clerk & Recorder’s Office is seeking a resolution approving the following four items related to conducting the 2016 General Election.

These requests were presented to the Board during the March 14, 2016 study session, and the Board gave approval to move these items forward on consent agenda.

1. **Close Clerk and Recorder Branch Offices on November 8 (General Election Day).**
We utilize Lima Plaza and the Administration Building where our Centennial and Littleton Branch Offices are located as Voter Service and Polling Centers. We do not have enough physical space or parking at these buildings to conduct normal business and operate VSPCs at the same time on Election Day. Closing our Clerk and Recorder branches will free up considerable customer parking for in-person voters at these locations, as well as free up our staff to help process ballots at our warehouse, staff drive-up ballot drop-off locations, and support other areas of the election as necessary.

2. **Use the Administration Building lobby as a Voter Service and Polling Center.**
We would like to request use of the lobby area on the main floor of the Administration Building for voter services. Specifically, we hope to use the portion north of the stairs, adjacent to the Election’s office, where there are presently chairs and tables for public use. This area is needed for election related activities from October 21 – November 8. We historically have used the Elections Workroom as a VSPC in Coordinated Elections, but that is not a viable option in 2016 due to space limitations, and because that space will be used by staff to process voter registration applications and answer calls to the Elections hotline. The lobby area being requested was used as a VSPC in the 2014 General Election without incident. The use of this space will allow us to facilitate voting in an efficient and organized manner.

3. **Close the Lima Plaza and CenterPoint Plaza Campuses on November 8 to the Public.**
This is requested in order to accommodate voter demand for increased parking on Election Day. Employees in all departments will report to work and be available to help support the Election if necessary. This closure would close public operations for Human Services, Community Resources, Public Works and Open Spaces. The Clerk and Recorder's Office would engage with these departments at both campuses to ensure that information about this closure is distributed well in advance to their customers.

4. **Open all Clerk and Recorder's Branch Offices at 10 a.m. on November 9th.**
We would like to open all Clerk & Recorder Branch Offices late on the day immediately following the General Election. We expect our staff to put in a very long day on Election Day. Opening the offices at 10 a.m., instead of 7 a.m., will allow our staff to get some rest before returning to work for their normal duties.

Reviewed By:
Matt Crane, Clerk & Recorder
Finance Department

Authorization regarding Clerk and Recorder 2016 election items

RESOLUTION NO _____ It was moved by Commissioner _____ and duly seconded by Commissioner _____ to authorize the Clerk & Recorder to do the following items related to the 2016 General Election:

- Close the Clerk and Recorder Lima Plaza and Administration Building branch offices on November 8, 2016 (General Election Day);
- Use the Administration Building lobby as a Voter Service and Polling Center from October 21 – November 8, 2016;
- Close the Lima Plaza and CenterPoint Plaza campuses on November 8, 2016 (General Election Day) to the public; and
- Open all Clerk and Recorder branch offices at 10:00 a.m. on November 9, 2016.

The vote was:

Commissioner Bockenfeld, ; Commissioner Doty, ; Commissioner Holen, ; Commissioner Jackson, ; Commissioner Sharpe, .

The Chair declared the motion carried and so ordered.



Board Summary Report

Date: March 17, 2016
To: Board of County Commissioners
From: Matt Crane
Arapahoe County Clerk and Recorder
Through: Monica Kovaci, Assistant County Attorney
Subject: 2016 Clerk & Recorder Purchase of Dominion Election Equipment

Request and Recommendation

The Clerk and Recorder’s Office is seeking a resolution approving the purchase of Dominion Voting Systems election equipment. This request was presented to the Board of County Commissioners during the March 14, 2016 study session, and the Board gave approval to move this item forward on consent agenda.

Acquisition of new voting system

The Clerk and Recorder’s Office is requesting permission to enter into an agreement with Dominion Voting Systems to purchase the Democracy Suite/Image Cast voting system. Dominion Voting Systems has been a successful partner in conducting elections in Arapahoe County for over 30 years and has recently been selected as Colorado’s uniform voting system. If approved in March 2016, the new voting system could be implemented in time for the June 28 Primary and November 8 Presidential Elections.

At a high level, the new voting system purchase would include:

- Election Management System desktop computer and server configured with the Democracy Suite software
- ImageCast X Voting System for in-person voting, including Samsung touch-screen tablets, laser printers for printing marked ballot, and privacy booths
- Accessibility tools for voters, including joysticks, headphones, and Tecla Shield hands-free portable assistive devices for those with limited upper body mobility
- Dell OptiPlex Canon scanners for tabulation
- Desktop computer workstations for electronic ‘adjudication’ of any ballots
- Computer software and hardware to enable Ballot On-Demand printing in the field
- Computer software for electronic ballot transmission to military and overseas voters
- Training and support from Dominion Voting Systems

Background:

Over the last three years, the Colorado Department of State (CDOS) has sought to bring a uniformed voting system to the state of Colorado. The idea behind a uniformed voting system is that all 64 counties would use the same equipment for ballot setup and design, mail and in-person voting, and tabulation.

The advantages to all counties using the same system include:

- **Equal Voter Protection:** Voters in every county will have access to the same equipment and voting process. Under the current model, voters in different counties were subject to the capabilities of the voting system used in their county. Different voting systems had different capabilities/options.
- **Training:** With every county in the state using one voting system, it allows for more comprehensive training options around the state. Furthermore, after the initial vendor training, counties can work with the state and/or other counties for further training and assistance or best practices. Counties will be able to share materials such as training manuals, operating procedures, quick guides, and instructional videos for elections staff and temporary election judges. Counties will no longer be solely reliant on the vendor (at a cost) to receive training or assistance in the operation of their voting system.
- **Equipment/Parts:** With all counties on the same system, the State has negotiated lower costs for Dominion's equipment and parts because of volume discounts. Using the same equipment also allows counties to share supplies rather than going to the vendor at-cost. Counties can improve their emergency preparedness capabilities and redundancy by developing Memorandum of Understandings with other counties to share equipment in a disaster. All hardware components of the new system are commercial-off the shelf (COTS). This provides counties with greater purchasing power and allows for a more flexible voting system.
- **Reduced Costs:** By going through a competitive process at the state level and choosing one vendor, the State is better able to negotiate a lower cost for counties to purchase the system. Previously, some voting system vendors serving Colorado would constantly change their service options and pricing, taking advantage of counties. Under the state's agreement with Dominion, all costs/services are locked in for the duration of the contract.

In 2015, CDOS chose 8 counties to pilot 4 different voting systems (2 counties per system). The Secretary of State also created the Pilot Election Review Committee (PERC) to analyze each system through every step of the election process in 2015. The PERC consisted of members of the Colorado County Clerk's Association, a County

Commissioner, a former Colorado Secretary of State, a former Clerk and Recorder, the voting rights activist for the Legal Center for Persons with Disabilities and Older People, Colorado Department of State staff, and others.

Along with grading each system during the conduct of the 2015 Coordinated Election, the PERC also received and considered data pertaining to cost and each voting company's performance and customer service history.

After considering all the data, the PERC unanimously chose Dominion Voting Systems as the top choice for Colorado. The Secretary of State accepted this recommendation, and along with studying each company's future economic viability, chose Dominion Voting Systems to be Colorado's new uniform voting system. CDOS would like all counties to switch to the new voting system by 2020. Approximately 22 Colorado counties have expressed intentions to move to the Dominion system in 2016.

While there is no mandate that all counties switch voting systems in 2016, there are operational efficiencies, cost advantages, and legal reasons for Arapahoe County to update our voting system at this time. Of primary concern is the age and technological support for our current voting system:

- **Software:** The current voting system software in use in Arapahoe County (WinEDS and BPS) is over 20 years old. The current election management software operates on Windows XP, which was released in 2001. This operating system is now obsolete and no longer broadly supported by Arapahoe County's Information Technology Department.
- **Hardware:** The server and workstation used in Arapahoe County that is required to support the current voting system is beyond its expiration date under the County's IT replacement standards. To continue using expired hardware for our election set-up, tabulation and results reporting is a risk. A new server/workstation is a part of the new voting system and the configuration cost is built into the purchase agreement.
- **Voting Hardware:** Arapahoe County currently uses Dominion Voting Systems EDGE 2 voting machines at our Voter Service and Polling Centers. These machines were built to meet the mandates of the Help America Vote Act (2002). Purchased in 2006, these machines were built with a specified 10-year life span. This means that the machines have achieved their useful service for Arapahoe County, and can now be recycled through responsible vendors at a small expected profit.
- **Risk to Voting Integrity:** In the 2015 Coordinated Election, Arapahoe County experienced a 20% replacement rate for the EDGE 2 machines at our 25 Voter Service and Polling Centers. Reasons for replacement included machines freezing or not booting up. Fortunately, no votes were lost because of these issues. However, voting machines that malfunction in VSPCS, especially at a rate of one out of five, undermines our citizens' and judges' confidence in the elections

process and requires significant resources for troubleshooting and replacement. As we look ahead to the 2016 Presidential Election we anticipate significant in-person voting at some VSPC locations, and we will need all of our equipment to function properly to ensure the integrity of the vote, promote trust in our elections and to serve our voters without delay.

- Our current central count tabulation machines (400c) are not able to comply with a 2017 state requirement to perform higher level post-election audits.

New Voting System Advantages

- The new Dominion voting system offers the following operational efficiencies
 - Improved Setup Tabulation Software: The Democracy Suite Software ballot creation and tabulation software is far easier and more intuitive for our staff to use than WinEDS/BPS. It's also built to work on a newer, more secure and stable operating system, and can replace our expired software and legacy Microsoft Windows operating system.
 - More complete voting system: Currently, Arapahoe County uses components from three different vendors to conduct our elections. We use Dominion for ballot creation and tabulation, as well as for our EDGE 2 electronic voting machines. We use Everyone Counts to facilitate voting for our military and overseas voters. Finally, we use Runbeck Elections Services for our ballot-on-demand printers, which produce paper ballots for voters at our VSPCs. The new Dominion voting system is a complete system that will streamline all of these processes into one. Operationally and fiscally, having this functionality in one system reduces the amount of time needed to set up an election and reduces the opportunity for error.
 - More accessible voting machines for voters with a disability: The new voting tablets have far more accessible features for voters with a disability than our current EDGE 2 machines. The new tablets include sip-and-puff technology for voters with limited upper body mobility and are also flexible enough to allow voters to bring their own accessible devices to interface with the system, such as integration with wheel chair controls.
 - More intuitive paper ballot marking: Currently, voters in Arapahoe County make their selections on our mail/paper ballots by connecting two ends of an arrow. We see considerable error rates with voters trying to circle names, draw a line through multiple arrows, and other signs of voter confusion. With the new system, mail ballots will include fill-in ovals, which have been proven to be more intuitive for people when voting. This has operational efficiencies for our office as well. By using the more intuitive ovals, we expect that voter error should decrease and fewer ballots will need to be reviewed for voter intent through the adjudication process, described below.

- Efficiencies through electronic adjudication: Currently, when a voter makes a mistake or our tabulation machines cannot determine their intent, their entire paper ballot must be manually *duplicated* by a team of two bipartisan judges and reprocessed by tabulation teams. Our current duplication process is to print a new paper ballot and have one judge read the voter's selections while the second judge marks the new ballot by hand. The judges then switch roles to verify that the voter's intent for each contest has been correctly captured on the new ballot. If a voter has over-voted an issue or race or their intent is unclear to the judges, their selection on that question is left blank. It doesn't matter how few mistakes the voter makes on the ballot, election judges must duplicate every vote to a new paper ballot.

In the new voting system, ballots are adjudicated electronically instead of being duplicated manually. We would use Canon scanners that count the vote and capture an image of every single ballot. If the system cannot determine a voter's intent, an image of the ballot in question will appear on a computer screen in the tabulation room. Election judges will then be able to review the ballot markings and determine the voter's intent electronically using computer software, without ever touching the ballot. All adjudication decisions will be archived in the system for future review and transparency. It will no longer be necessary to print replacement ballots or duplicate the entire ballot if a mistake is limited to only one or two contests. This will save paper, time and money.

- Auditability: Colorado law requires all counties to conduct a new form of post-election audit known as a Risk-Limiting Audit (RLA) beginning in 2017. RLAs provide a statistical assurance that contest winners actually did win the election. Arapahoe County has taken the lead in Colorado by piloting these types of audits since 2013. No existing voting system in the state is capable of conducting a RLA. Currently, RLA's can only be completed in Colorado by obtaining a secondary voting system and scanning all voted ballots twice. This is incredibly expensive and time consuming. The new voting system can perform RLAs without needing a second scan of each ballot cast.
- Financial Incentive: The Colorado Department of State has committed to cover part of the implementation and training costs for counties that move to the new voting system in 2016 or 2017. For Arapahoe County, the State will cover approximately \$60,000 of these costs if we move to the new system.

Fiscal Impact

The total cost to purchase the system is \$1,098,107.63. Annual licensing and fees cost \$117,402. The total cost for the system over 8 years is \$1,919,921.63

Arapahoe County has set aside funds for the implementation of a new voting system. Currently, there is \$3,918,365 in this fund.

Reviewed By:

Matt Crane, Clerk & Recorder
Finance Department

Authorization regarding Purchase of Dominion Election Equipment

RESOLUTION NO _____ It was moved by Commissioner _____ and duly seconded by Commissioner _____ to authorize the Chair of the Board of County Commissioners to sign an agreement with Dominion Voting Systems to purchase Democracy Suite/Image Cast voting system election equipment, pending approval of the agreement by the County Attorney’s Office.

The vote was:

Commissioner Bockenfeld, ; Commissioner Doty, ; Commissioner Holen, ; Commissioner Jackson, ; Commissioner Sharpe, .

The Chair declared the motion carried and so ordered.



Board Summary Report

Date: March 17, 2016
To: Board of County Commissioners
From: Matt Crane
Arapahoe County Clerk and Recorder
Through: Monica Kovaci, Assistant County Attorney
Subject: Waiver of Purchasing Policies for the Purchase of Ballot Boxes

Direction/Information: The Clerk & Recorder’s Office is seeking a resolution authorizing the Chair of the Board of County Commissioners to sign the waiver of the Purchasing Policies for the purchase from Laserfab of 10 additional 24-hour boxes at a cost of \$29,000.

Request and Recommendation

This request was presented to the Board during the March 14, 2016 study session, and the Board gave approval to move this item forward on consent agenda.

Sole Source Waiver for Budgeted Purchase of 10 Additional 24-hour Ballot Boxes.

The Clerk & Recorder requested a sole source waiver to purchase 10 additional 24-hour boxes at a cost of \$29,000 from Laserfab. Arapahoe County has deployed 24-hour ballot boxes since 2012. We currently have 15 24-hour boxes around the county. These ballot boxes have been a huge success, with more than 70 percent of ballots returned to a ballot box rather than via standard postal mail.

The Clerk & Recorder would like to add ten 24-hour boxes at public buildings or venues that have historically hosted a ‘countertop’ ballot box inside their facility. This includes city/town clerk offices, libraries, recreation centers and other public places. Converting to external 24-hour boxes provides increased convenience to our voters and our host sites, since electors will no longer need to find and occupy a parking place, walk in and return their ballot. It also ensures that Arapahoe County’s brand and contact information is readily available year-round on a visible ballot box for citizens.

Under Colorado law and rule, 24-hour drop-off boxes must meet minimum specifications for accessibility, safety, ADA compliance, security, and durability and weather resistance. Of the three quotes we solicited, Laserfab (our vendor for the previous 15 boxes) was the only vendor that meets these minimum specifications. Also, for consistency and to reduce

voter confusion, we would like to use Laserfab to order and deploy the same style of boxes around the county.

Reviewed By:

Matt Crane, Clerk & Recorder
Finance Department

RESOLUTION NO. 160____ It was moved by Commissioner _____ and duly seconded by Commissioner _____ to authorize the Chair of the Board of County Commissioners to sign a waiver of the Arapahoe County Purchasing Policies for a sole source purchase from Laserfab of 10 additional 24-hour boxes at a cost of \$29,000.

The vote was:

Commissioner Bockenfeld, ; Commissioner Doty, ; Commissioner Holen, ; Commissioner Jackson, ; Commissioner Sharpe, .

The Chair declared the motion carried and so ordered.



Board Summary Report

Date: 3/10/2016
To: Board of County Commissioners
Through: **Ron Carl, County Attorney**
From: Cathy Lutzkanin, Risk Manager
Subject: Change in Third Party Administration (TPA) Provider

Request and Recommendation

Approval of a resolution authorizing the Chair of the Board of County Commissioners to sign a waiver of the Purchasing Policies for a select source agreement with CCMI (Corporate Claims Management, Inc.) to provide auditing services/advanced bill repricing/review effective April 1, 2016.

Background

Due to declining and inconsistent levels of service, lack of technology, lack of ability to provide auditing services/advanced bill repricing/review, I am recommending that the County change Third Party Administrator providers from CTSI (County Technical Services, Inc.) to CCMI (Corporate Claims Management, Inc.) effective April 1, 2016.

- Levels of service have been declining in recent years – from both our staff perspective and the perspective of our employees/claimants who have had injuries/accidents
- Technology, such as online access to County claims and the ability to run trending/tracking reports, is poor.
 - RMIS – Risk Management Information System – is lacking in sophistication; no ability to enter County gathered information or updates on specific claims
 - County Risk Management office has to maintain a separate, Access based, database for all claims not handled by CTSI in addition to tracking information on Excel spreadsheets
 - Merging the County database with CTSI claims information is cumbersome and time consuming
- CTSI can't provide reports to confirm medical cost savings for us – a key point of consideration when choosing a TPA

Links to Align Arapahoe

Our move to CCMI will help ensure that the claims services provided on behalf of the County to our employees and to third party claimants results in a more positive customer experience. The change in claims management companies will help ensure more effective use of our public resources by increasing the methods by which and the degree to which all medical bills submitted through our TPA for processing are scrutinized and processed, maximizing the potential for cost savings.

Discussion

Proposed new TPA: CCMI

- Experienced in serving municipalities both inside and outside of Colorado
- Superior RMIS
 - County Risk Management staff can utilize the CCMI RMIS to track and manage claims that are handled internally and to enter information or updates on claims that CCMI personnel are handling – eliminates the need for the County to maintain a separate database and track our claims on Excel spreadsheets
 - One system allows for comprehensive tracking and trending of ALL County claims data, regardless of who is handling the claim
 - RMIS is provided over a secure, web-based interface, allowing County Risk Management staff to create over 40 different graphs and charts to track trends, data, claims, cost savings, etc. within seconds with real time data
 - Medical cost savings reports are provided automatically on a monthly basis
- Pricing for CCMI is equal to or less than County is currently paying with CTSI – cost savings!
- 24- hour per day / 365 day per year Nurse Case Manager included
 - Available to any employee injured on the job who may have questions about whether or not care is needed, where to obtain care, next steps in the claims process, etc.
 - Reduces delays in initial reporting of the claim
- The unique services provided by CCMI allow us to enter in a one year Sole Source contract with them – confirmed with Purchasing Dept.
- Sample of reports is shown below – each report has ‘drill down’ capabilities so detailed data is immediately available for additional review and analysis:

Alternatives

The alternative to staying with our current TPA is that the County would not be as well positioned to maximize the potential cost savings that could be achieved by a more comprehensive, aggressive medical bill review system. Risk Management will not be able to as easily provide tracking/trending reports to identify and proactively address areas of concerns and risk facing our County employees and taxpayers.

Fiscal Impact

Costs of the proposed TPA are the same base pricing as the County is currently paying. Potential cost savings to the County resulting from a more comprehensive, aggressive medical bill review system.

Reviewed By:

Ron Carl, County Attorney
John Christofferson, Deputy County Attorney
Keith Ashby, Purchasing Manager



ARAPAHOE COUNTY
COLORADO'S FIRST

WAIVER OF PURCHASING POLICIES

WAIVER OF SOLICITATION WAIVER OF QUOTE
 PROPRIETARY SELECT SOURCE FOR INFORMATION ONLY

DESCRIPTION OF PROJECT: *Claims Handling anticipated*

PRICE: \$ *57,750* ANNUAL MAINTENANCE: \$ *N/A*

FIXED ASSET Yes No FIXED ASSET #

COST CENTER # G/L # IO #

JUSTIFICATION (Provide Vendor name, How were they selected, Why requesting to waive purchasing policy process):

Catleen Lutzkanin, Catleen Lutzkanin v-4573
Requestor Name, Signature & Telephone Number

3/4/16
Date

Elected Official/Department Head

[Signature]
Purchasing Manager

Date
3/7/16
Date

Comments: _____

Waiver approved, BoCC Reso #140221. Requestor to proceed with PO Yes No

Requestor to schedule BoCC Drop In & Create Board Summary Report Yes No

Janet Kennedy, Director of Finance (not to exceed \$100,000)

[Signature]
BOCC, Chair

Date
3-7-16
Date

Requestor to schedule BoCC Consent Agenda & Board Summary Report Yes No

Resolution # _____

Per BoCC Resolution #140221 of 4/8/14, Purchasing Manager has authorization for sole approval up to \$25,000 plus exemptions to Policy



David C. Walcher
Sheriff

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sheriff@arapahoegov.com

Board Summary Report

Date: February 22, 2016
To: Board of County Commissioners
Through: David C. Walcher, Sheriff
From: Olga Fajaros, Budget & Logistics Manager
Subject: Waiver of Solicitation For SWAT Throw Phone

Request and Recommendation

Request the Board of County Commissioners to authorize the Chair of the Board of County Commissioners to approve the waiver of solicitation for one (1) throw phone for the Special Weapons and Tactics (SWAT) Team.

Background

A "Throw Phone" is a ruggedized direct line telephone which can be *thrown* through windows and open portals in residential and commercial structures. The purpose is to utilize the phone as a direct line of communication with suspects who have either barricaded themselves or taken hostages. One tactic in peaceably resolving these incidents is to have early and on-going dialog with the suspect(s).

Discussion

There are several models and vendors who produce throw phones, however no two systems are equal. The team has selected the 836 Technologies model "CINT Commander II." This system has newer updated technology with a metro area track record of reliability. The track record was verified by speaking with area teams who currently use the phone; including Denver PD, Aurora PD, Lakewood PD, Boulder SO and Wheat Ridge PD.

Alternatives

The alternative to this proposal is to purchase nothing or lesser quality/performing equipment. If the option to continue servicing our current phone is selected, history has shown that there is no reliability. When human life is hanging in the balance during a heightened crisis situation such as hostage taking, the county would incur additional civil risk exposure by knowingly relying on this piece of equipment. To

purchase a less expensive/lower quality would limit the ability of the negotiators to perform at their full potential in negotiating and providing tactical intelligence to the SWAT Team.

Fiscal Impact

The cost of a single CINT Commander II is \$26,874. The funds for the purchase will come from existing Patrol operating cost center(s).

Concurrence

The Administrative Staff of the Arapahoe County Sheriff's Office is in concurrence with this decision.

Reviewed By

Olga Fajaros, Budget & Logistics Manager
Glenn Thompson, Public Safety Bureau Chief
Keith Ashby, Purchasing Manger
Louie Perea, Undersheriff
David C. Walcher, Sheriff

RESOLUTION NO. It was moved by Commissioner and duly seconded by Commissioner to authorize the Chair of the Board of County Commissioners to sign the waiver of solicitation for one (1) throw phone for the Special Weapons and Tactics (SWAT) Team, pursuant to the terms contained therein.

The vote was:

Commissioner Bockenfeld, ; Commissioner Doty; Commissioner Holen ; Commissioner Jackson ; Commissioner Sharpe, .

The Chair declared the motion carried and so ordered.



ARAPAHOE COUNTY
COLORADO'S FIRST

WAIVER OF PURCHASING POLICIES

WAIVER OF SOLICITATION <input type="checkbox"/>	WAIVER OF QUOTE <input type="checkbox"/>
PROPRIETARY <input type="checkbox"/>	SELECT SOURCE <input checked="" type="checkbox"/>
	FOR INFORMATION ONLY <input type="checkbox"/>

DESCRIPTION OF PROJECT: Tactical Throw Phone Replacement

PRICE: \$26,874.00 ANNUAL MAINTENANCE: \$

FIXED ASSET Yes No FIXED ASSET # 302432

COST CENTER # G/L # 53240 IO #

JUSTIFICATION (Provide Vendor name, How were they selected, Why requesting to waive purchasing policy process): **836 technologies**. This project is to replace the existing tactical Throw Phone used by ACSO SWAT Hostage Negotiation Team (HNT). The item and manufacturer were selected based on (1) previous experience with other manufacturer's products (which were not positive), (2) research by current veteran ACSO HNT members into the few available brands and (3) common use by other regional agencies (Denver, Aurora, Lakewood, Boulder, Wheat Ridge) who praise the product and company. Purchasing the same make and model phone as these other agencies also increases the familiarity/interoperability of HNT members from all agencies, when they are called upon for mutual aid to support each other on SWAT operations during large scale or lengthy tactical situations. This product has similar but more capable audio and video listening/recording capabilities as compared to our current model.

[Signature] 4522 7.23.16
 Requestor Name, Signature & Telephone Number Date

[Signature] 030316
 Elected Official/Department Head Date

[Signature] CAPD 3/3/16
 Purchasing Manager Date

Comments: _____

Waiver approved, BoCC Reso #140221. Requestor to proceed with PO Yes No

Requestor to schedule BoCC Drop In & Create Board Summary Report Yes No

Janet Kennedy, Director of Finance (not to exceed \$100,000) Date

BOCC, Chair

Date

Requestor to schedule BoCC Consent Agenda & Board Summary Report

Yes No

Resolution # _____

Per BoCC Resolution #140221 of 4/8/14, Purchasing Manager has authorization for sole approval up to \$25,000 plus exemptions to Policy