



Mikki Huntsman <huntsmanm@reno.gov>

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## Special Election Cost

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Rodriguez, Jamie L <JARodriguez@washoecounty.gov>  
To: Mikki Huntsman <huntsmanm@reno.gov>

Thu, Aug 11, 2022 at 1:55 PM

Mikki,

Attached are the estimates for a special election, not included is the cost that would be associated with vote centers, as we would need to know how many there would be. Also as we discussed Washoe would not be able to conduct the special election until the completion of the General Election, which on our end is going into mid-December. It would have to be after that for us to work on the creation of a ballot and sample ballot with enough lead time to have materials printed and mailed before a determined election date. If you have any other questions please let me know.

Thank you,

Jamie



**Ms. Jamie Rodriguez**

**Interim Registrar of Voters**

[JARodriguez@washoecounty.gov](mailto:JARodriguez@washoecounty.gov) | Office: 775.328.2010

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### 3 attachments



**2022-Special Estimate Reno City Ward 5.xlsx**

13K



**39850.pdf**

66K



**WASH\_2023 Special Election Estimate\_dms081022.pdf**

170K

## Reno-Sparks Township Special Election

### All Mail-In Estimate

	Active	Inactive	Total Eligible
Current Voter Registration	33,898	7,815	41,713

#### Mail-Ballots:

Ballot print and package	\$13,860.00
Assembly & Mailing Services	\$13,020.00
Envelopes/Inserts	\$23,050.00
Test/Counter	\$1,100.00
Postage Out	\$6,000.00
Postage Return	\$7,000.00

<b>TOTAL FOR BALLOTS</b>	<b>\$64,030.00</b>
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#### Other Expenses:

Sample Ballot (if required)	\$10,595.35
Postage	\$2,600.00
Publications	\$2,000.00
Temporary Staff	\$10,000.00
Vendor Support (ballot setup and election support)	\$12,922.00

<b>OTHER EXPENSES TOTAL</b>	<b>\$38,117.35</b>
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<b>ESTIMATE TOTAL</b>	<b>\$102,147.35</b>
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**K&H Integrated Print Solutions**  
**Election Invoice Detail Report**  
**Washoe County**

*This is not an invoice. For information only.*

ImageCast

**Election Date: 2023 Special Election Estimate**

Election Specifications:

Ballot Size	8.5x11
Number of Cards per Ballot	1
Ballot Wrap(s) - number of Cards per Ballot	0
Ballot Wrap(s) - number of Versions	0
Total Ballot Packets Mailed	42,000
Total Ballot Cards Printed	43,000

<b>Mail Ballot Printing</b>	<b>Ballot Qty</b>	<b>Card Qty</b>		
VBMP Ballots	42,000	42,000		
OOC/OOS Ballots	0	0		
Military/Overseas Ballots	0	0		
STC - Assembled Ballots	0	0		
Total Mail Ballots Printed	42,000	42,000	\$0.330 /Card	\$13,860.00
<b>Non-Mail Ballot Printing</b>				
Counter Ballots	0	0		
Unmarked Test Ballots	0	0		
Total Non-Mail Ballots Printed	0	0	\$0.330 /Card	\$0.00
<b>Marked Test Ballot Processing &amp; Printing - CARDS</b>				
L&A		1,000		
First Position		0		
Other		0		
Total County Marked Test Ballot Cards Printed		1,000	\$0.600 /Card	\$600.00
Setup for first PDF file	1		\$500.00	\$500.00
Per additional file	0		\$2.00 /PDF file	\$0.00
<i>Maximum Charge \$10,000 PDF setup &amp; add'l files</i>				
<i>Discount to \$10,000 for files processed</i>				
<b>Assembly &amp; Mailing Services</b>				
<b>(Data Processing/Imprinting/Assembly)</b>				
Total Ballot Packets Assembled - 1 card	42,000		\$0.310 /Packet	\$13,020.00
Total Ballot Packets Assembled - 2 cards	0		\$0.410 /Packet	\$0.00
<b>Subsequent Extracts (Dailies)</b>				
Subsequent Ballot Cards Printed	0	0	\$0.330 /Card	\$0.00
Total Ballot Packets Assembled - 1 card	0		\$0.410 /Packet	\$0.00
Total Ballot Packets Assembled - 2 cards	0		\$0.510 /Packet	\$0.00
<b>Ballot Base</b>				
8.5" Wide		0	\$0.260 Each	\$0.00
Other		0	0 Each	\$0.00
<b>Misc</b>				
<b>Outer Envelope Setup</b>				\$2,000.00
<b>Return Envelope</b>	50,000		\$0.104	\$5,200.00
<b>Return Envelope Setup</b>				\$2,000.00
<b>Return Envelope</b>	50,000		\$0.106	\$5,300.00
<b>Round Trip Tracking</b>	50,000		\$0.050	\$2,500.00
<b>Secrecy Envelope Setup</b>				\$2,000.00
<b>Secrecy Envelope</b>	50,000		\$0.081	\$4,050.00
<b>Insert</b>				Quoted at time of order
<b>I voted sticker</b>				Quoted at time of order
<b>Ballot Face Replacement/Rework</b>				
Base Fee - per occurrence	0		\$1,000.00	\$0.00
Per Ballot Face Replaced	0		\$5.00 /Each	\$0.00
Maximum of \$5,000 charge per occurrence				\$0.00
<b>Ballot Face BOD/Website/Facsimile PDFs</b>		0	\$0.80 /Each (Card)	\$0.00
Maximum of \$3,000 charge or \$5,000 for Party Primary				

Sub Total \$51,030.00  
Election Minimum \$1,000.00

Sub Total or Election Minimum \$51,030.00  
Freight Invoiced at Cost  
Postage Invoiced at Cost  
**Total \$51,030.00**  
Postage Deposit Received \$0.00  
Balance Due **\$51,030.00**

*Election Invoice Detail does not include sales tax, if applicable*

# QUOTATION

**Metro Print and Mail**  
**4251 Gateway Park BLVD**  
**Sacramento, CA 95834**

**Phone:**

## Quote Information

**Quotation Number:** 39850  
**Quotation Date:** 8/11/2022  
**Sales Rep:** House  
**Estimator:** Tracy Saelee  
**Page:** Page 1 of 1

## Customer Information

**Name:** Washoe County Registrar of Voters  
**Address:** 1001 E Ninth Street  
 Bldg A, Rm 135  
 Reno, NV 89512  
**Contact:** Deanna Spikula  
**Phone:** 775.328.3674

## Job Information

**Job Description** Special Election VIG  
 8.25 x 10.75 16pgs Self + Ballot  
 K/K 27.7# News  
 Ballot 12.25 x 10.75 flat, fold to 8.25 x 10.75  
 2/2 K+PMS 60# Offset Book  
 Saddle stitch w/ Ballot in centerspread on 10.75  
 Stage for mailing  
  
 Mail process:  
 NCOA, DSF, CASS, Inkjet, Sort  
 Deliver to West Sac USPS

## Comments

Quantity	Price
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41568	\$10,595.35
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DUE TO WIDESPREAD SUPPLY CHAIN DISTRUPTION WE CANNOT GUARANTEE THE AVAILABILITY OF STOCK/PAPER AT TIME OF ORDER. WE WILL ENDEAVOR TO MINIMIZE THE CHANGES IF NEEDED, AND WILL PROVIDE A NEW QUOTE.

Above prices do not include postage, shipping fees or sales tax. Prices based upon receipt of "press ready" artwork. Graphic design and artwork correction services available at \$95.00 per hour. Rush turnarounds subject to approval and availability. Invoices paid with a credit card will incur a 3.5% processing fee. All quotations are valid for 30 days