MEMORANDUM

TO: Anthony Nicks, County Auditor
FROM: Richard Barron, Director of Registration & Elections
RE: Audit Responses
DATE: July 28, 2021

Finding 1: Lack of Departmental Standard Operating Procedures

We understand the value of standard operating procedures (SOPs). As noted in the findings, we have many SOPs from which we draw guidance. In addition, we have some manuals that we follow developed by vendors that were not included in this audit report.

The implementation of a new voting system in the midst of a pandemic followed by new legislation (SB 202), all-encompassing in nature, has required us to re-evaluate, create, update or rewrite SOPs. During the 2020 election cycle we had frequent changes to staff and changes in duties. Some tasks became irrelevant as others changed. With six elections in eight months, followed by several months of recovery duties, it was difficult to sustain conventional tasks such as regularly updating SOP's.

The department sent out a Request for Proposal (RFP) for a Business Process Review. A vendor that responded to the RFP was chosen, but later withdrew from consideration. A second vendor has been engaged who will provide for the development, restructuring, revamping, and rewriting of our entire department’s SOPs to ensure that they are written simply, concise and with purpose. They will include updated procedures, scope, responsibilities, and accountability measures. They will add to what we are doing currently.

Finding 2 - Inconsistent Procurement Procedures

Several factors affected the manner and method by which purchases were made during the 2020-2021 election year. After the 2020 Primary election and the challenges that arose we received much needed assistance from the County Manager's Executive team. The County Manager’s office assisted our department to increase efficiencies by streamlining communication between departments. One area in which we had much help was in procuring items in emergency or quick turnaround situations in the middle of a pandemic. The pandemic created many emergency procurement situations. At times, the Purchase Order was created out of step with the Purchase Requisition or invoice.

With the implementation of the new voting system by the SOS, the department was required to purchase and acquire many items to ensure the success that we achieved in 2020-21. Many items that we needed to support the new voting system or the purchase of additional equipment to supplement the inventory that the State of Georgia didn’t provide in the initial purchase resulted in significant amounts of emergency purchases.

Funding, as well as procurement approvals came from outside our department. We had multiple budgets that we used to cover costs of the election. These additional funding avenues were unavailable in the past and gave us significant resources from which to draw. Our budget increased 2.5 times over the original allotment at the beginning of 2020. The additional funding sources included General Fund, election budgets, CARES monies, multiple year non-agency funds and three different grants from Center for Civic and Tech Life and the Southern Poverty Law Center, which significantly affected our ability to keep up with normal purchasing procedures staffed as we were in the Administration Division.

When purchases were initiated externally, staff had to request invoices via the vendor in order to create purchase orders. In addition, invoices were submitted to us from other departments at the behest of the County Manager’s team that was assisting us, which was a practice never used before.
We understand the importance of following the outlined steps of the process. In previous years, we were diligent in these matters. We have created SOPs to follow in the future to ensure this happens. State of emergency processes and procedures have been discontinued. This will require us to follow regular county procedures. No longer will invoices precede purchase orders. Once the post-election assessment plan is completed all roles and responsibilities will again be handed back to departmental personnel.

We are adding a Financial Systems Manager to our staff, as well. This will help us with our significantly larger budgets and demands upon department personnel. It will help us follow all established guidelines and procedures. (See supporting documentation)

Finding 3 - Untimely Payment of Invoices

As was stated in the response above, unprecedented circumstances and events of 2020-21 created scenarios in which it became difficult to follow Purchasing procedures as we were given invoices from other departments and other parties were involved with these transactions. At times it was more difficult to properly track certain purchase orders, and on a number of occasions, we were given invoices by vendors and other departments that were beyond the standard county required timeframes. Through the sure volume of transactions, Dominion Voting Systems, our main equipment vendor had oversight issues of their own, which resulted in untimely invoices.

Moving forward we will add the Financial Systems Manager which will allow us to maintain additional controls have someone focus on day to day processes and procedures associated with maintaining the budget and financial transactions. (See supporting documentation)

Finding 4 - Lack of Supporting Documentation

Amidst the November 2020 election our department experienced a Covid-19 outbreak, affecting 26 warehouse employees in less than one week. Our warehouse staff is vital to preparing, testing, securing and delivering equipment for early voting and Election Day. In addition, warehouse staff prepares, packs and delivers supplies to precincts for early voting and on Election Day. Within a week we lost nearly 50% of our staff. The management staff was stricken with Covid-19. This required Fulton County to contract with Dominion Voting Systems (DVS) to provide technicians to replace our staff in order to complete Logic & Accuracy testing, a legally mandated procedure, and to prepare supplies. We relied on Dominion Voting Systems to track their staff.

An emergency PO was issued in order to hire DVS. The PO was issued for $450,000. No communication from Dominion indicated that they had exceeded the PO amount, which was ultimately paid for with the help of CTCL grant funding.

We know we have to follow different protocols to track vendor staff, if the need arises, as we do with other staffing agency vendors, such as Corporate Temps, Happy Faces and Halo Innovations. DVS is a voting systems vendor rather than a staffing agency. Normal tracking protocols need to be applied to any vendor with whom we contract, even if it is in an emergency heretofore to track, monitor and approve time for all supplemental staff from vendors.

Finding 5 - Improper Payment:

During the 2020 Election cycle Atlanta Public Schools requested their COVID-19 cleaning contractors be paid directly by Fulton County. APS stated that by waiting for reimbursement from Fulton County to pay their vendors would interfere with their budget. APS provided a list of their contracted vendors, and the vendors were provided Fulton County vendor registration instructions. Please see attached email correspondences. Atlanta Public Schools will forward a letter summarizing the request and procedure. (See supporting documentation)
Finding 6 - Inadequate Safeguarding of Assets

Upon discovery of the misplaced routers, staff have been delayed in searching for the misplaced items. We have few personnel in the warehouse and an upsurge in open records requests and discovery items for litigation that have overwhelmed our department with unexpected workloads that take significant time and manpower. The items in question were used during early voting. We believe we know where these items are located. Staff has requested that KnowInk, the Poll Pad vendor, to track the routers.

We purchased a new inventory tracking system with grant funds. Training commences next week. The system is installed. It is a highly functional inventory system that will allow for every asset to be tracked, logged, and accounted. It will improve chain of custody and allow us to move into the 21st century in how we track inventory.

Finding 7 - Failure to return unused grant funds

We received and managed grant funds for the first time in 2020-21. Staff worked through a learning curve as we made our first attempt to properly execute grant guidelines. At the closing of the Southern Poverty Law Center (SPLC) grant our department notified the Grants division to inquire how to issue the refund to SPLC. We received a response and staff believed the next steps were to be taken by the Grants division. When we followed up, responses and explanations were delayed due to turnover within the Grants division. In recent inquiries we discovered that the grantor had to be listed as a vendor before issuing a refund. Within that time SPLC has registered as a vendor, and we have created a payment voucher and submitted to Accounts Payable.

Finding 8 - Failure to report grant requirements on website

The SPLC grant had a requirement that requested us to provide absentee ballot return information through the drop boxes to be posted on our website. This was an oversight during the 2020 election cycle.

We will have the County Attorney review all grants in the future to alert us to any requirements. All future requirements to post information on the departmental website will be submitted in writing to all appropriate parties.

Finding 9 - Inadequate Departmental Accountability and Oversight of Financial Transactions

Circumstances that required assistance from the County Manager’s office in the areas of procurement, staffing (due to Covid-19 losses,) and budgeting (emergency purchases from various funds, CARES Act funds, etc.) created various situations where tasks were being handled and processed from parties other than our own internal staff. This created irregularities within our scope and ability to manage or oversee certain processes and procedures.

The Business Process Review will address every finding and concern, and develop and rewrite SOP’s to prevent future oversight, establish and reaffirm personnel’s responsibilities, which will in turn increase accountability throughout the department.
July 31, 2021

Nadine Williams,
Elections Chief, Fulton County, GA
Department of Registration & Elections

Re: American Facilities Services

Chief Williams:

American Facilities Services provides contract cleaning service for Atlanta Public Schools, including schools used as polling sites by Fulton County Elections. AFS invoices Fulton County directly for the services they provide for cleaning polling stations within the schools.

Please feel free to contact me if you have any questions regarding this letter. Thank-you for your continued support and assistance in this matter.
Please find attached the PO and invoice for Outfront Media who provided Out of Home & digital advertising. Most of the info below is completed for submission to AP. I have highlighted the info I do not have. Please let me know if you need assistance tracking these down.

- VENDOR CODE VS00000072120
- Receiver # MMDDYY-XXX (receiver number) (Don't have)
- Funding Line 100-265-2700-1342
- PO 265 200OUTFRONT916C-MH
- Contractual agreement: (I do not have the signed contract)

Thank you.

Jessica A. Corbitt-Dominguez
Director, Department of External Affairs
Fulton County Government
404-612-8303 (office)
404-713-5990 (cell)
Connect with Fulton County:
Website | Facebook | Twitter | Instagram | FGTV | #OneFulton E-News
McCloud, Brenda

From: McCloud, Brenda
Sent: Wednesday, January 20, 2021 9:31 AM
To: Husserl, James
Cc: Stewart, Hugh (Hugh.Stewart@fultoncountyga.gov); Kendall, Renee; James, Alesia
Subject: REJECTED FOR RESUBMISSION - OUTFRONT MEDIA - PVX BEM120198
Attachments: REJECT budget line not found PVX BEM120198 - OUTFRONT MEDIA RK.PDF
Importance: High

Good Morning,

The attached invoice for OutFront Media was who Jessica used for the November Election.

The invoice for $107,000 was submitted to A/P the first of December using funding line 100-265-2700-1342, but was not paid and has now been rejected.

I will use the funds from the CTCL grant.

Brenda E McCloud
Administrative Manager – R&E
Fulton County Government | Department of Registration & Elections
130 Peachtree Street, SW | Suite 2186 | Atlanta GA 30303
404-612-7099 (office)
Connect with Fulton County:
Website | Facebook | Twitter | Instagram | FGTV | #OneFulton E-News

From: Accounts.Payable
Sent: Tuesday, January 19, 2021 5:29 PM
To: McCloud, Brenda <Brenda.McCloud@fultoncountyga.gov>; Jenkins, Breauna <Breauna.Jenkins@fultoncountyga.gov>
Cc: Kendall, Renee <Renee.Kendall@fultoncountyga.gov>; James, Alesia <Alesia.James@fultoncountyga.gov>; Hawkins, Lisa <Lisa.Hawkins@fultoncountyga.gov>
Subject: REJECTED FOR RESUBMISSION - OUTFRONT MEDIA - PVX BEM120198
Importance: High

Greetings,

The attached item/items is being rejected for resubmission to accounts.payable@fultoncountyga.gov.

*The budget line has not been established for 2021.*

All parties have completed Please DocuSign: HALO - AMENDMENT NO. 2.docx.pdf, PO HALO re-establish Amend 2.pdf.

Do Not Share This Email
This email contains a secure link to DocuSign. Please do not share this email, link, or access code with others.

Alternate Signing Method
Visit DocuSign.com, click 'Access Documents', and enter the security code: A7E5B1B49C4C43DFB96EB58B5CBE0E333
FULTON COUNTY
PURCHASING DEPARTMENT
130 Peachtree St. SW Suite 1168
Atlanta, GA 30303-3459
Phone # (404) 612-5800

Invoices must be forwarded to:
Fulton County Registration and Elections
130 Peachtree St S. W.
Suite 2186
Atlanta, GA 30303

To:
HALO INNOVATION PARTNERS LLC
986 Faith Ave SE
Atlanta, GA 30316
Contact: Kendall Flagg

Vendor No.: VS0000075197

Special Instructions:

DEVIATION FROM PRICES STATED IS NOT PERMITTED WITHOUT A SIGNED CORRECTED PURCHASE ORDER

NOTE: NOT VALID ORDER WITHOUT ACCEPTANCE OF TERMS AND CONDITIONS ON LAST PAGE.

<table>
<thead>
<tr>
<th>Line</th>
<th>Commodity Code / Description</th>
<th>Quantity</th>
<th>Unit(s)</th>
<th>Unit Price</th>
<th>Total Amount</th>
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<tbody>
<tr>
<td>1</td>
<td>96162 Personnel Services (Not Employment) Poll Tech Support for the U.S. Senate Runoff and Early Voting. A Po was not established for Amendment 2.</td>
<td>0.00</td>
<td>$0.00</td>
<td>$154,836.00</td>
<td></td>
</tr>
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Purchasing Agent Refer Question To: Purchase Order Total
Felicia Strong-Whitaker

Buyer: MARK HAWKS
Phone #: 404-612-5812
$154,836.00

VENDOR COPY
FULTON COUNTY PURCHASING DEPARTMENT

"INSTRUCTIONS AND CONDITIONS"

Vendor shall submit monthly invoices for work performed during the previous calendar month, in a form acceptable to the County and accompanied by all support documentation requested by the County, for payment and for services that were completed. The County shall review invoices for approval. The County shall have the right not to pay any invoice or part thereof if not properly supported, or if the costs are not in accordance to the accepted quote/Bid/Proposal or as determined by the County, or are in excess of the actual stage of completion.

Submittal of Invoices: Invoices shall be submitted as follows:

Via Mail: OR Via Email:

Fulton County Government
141 Pryor Street, SW
Suite 7001
Atlanta, Georgia 30303
Attn: Finance Department – Accounts Payable

At minimum, original invoices must reference all of the following information:

1) Vendor Information
   a. Vendor Name
   b. Vendor Address
   c. Vendor Code
   d. Vendor Contact Information (i.e. phone, fax, email, contact person name
   e. Remittance Address

2) Invoice Details
   a. Invoice Date
   b. Invoice Number (uniquely numbered, no
   c. Purchase Order Reference Number
   d. Date(s) of Services Performed
   e. Itemization of Services Provided/Commodity

3) Fulton County Department Information (needed for invoice
   a. Department Name
   b. Department Representative Name

4) Cash discounts must be specified on the invoice

Time of Payment: The County shall make payments within thirty (30) days after receipt of a proper invoice.

This Purchase Order, together with the Vendor's written Quote/Bid/Proposal, form a binding agreement based upon the agreed terms between the parties.

The Purchasing Department is the only authority for transactions under this order. The Vendor is cautioned not to accept contrary instructions or conditions from any source other than the Purchasing Department Representative. Should the vendor receive, from any source, contrary instructions or conditions, the Purchasing Department Representative should be notified immediately.

Any changes or modifications to the underlying transaction shall not become effective or binding unless authorized in writing by the Purchasing Agent.

The County is exempt from Georgia State Tax and Federal Excise Tax (#58-6001729). Exemption Certificates will be issued upon request from the Purchasing Department.

VENDOR COPY
**VENDOR # VS0000075197**
1700 Northside Drive Suite A7 PMB 715
Atlanta, GA 30318
4045935511
kendall@halo.works
www.halo.works

**BILL TO**
Fulton County Elections Board

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**INVOICE FCEB004**

**DATE** 01/13/2021   **TERMS** Net 30

**DUE DATE** 02/12/2021

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<th>DATE</th>
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<td>12/19/2020</td>
<td>Tech Support</td>
<td>Election Day PT Staff-up Training (Dec 16-19, 8 PTs 4.5 hrs per PT @ $28/hr)</td>
<td>8</td>
<td>126.00</td>
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<td>Tech Support</td>
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<td>Tech Support</td>
<td>County Coordinator / Roaming PT Support, Early Voting (Dec 7-30, 220 hrs per PT @ $28/hr)</td>
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<td>6,328.00</td>
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**PO#: PO 265 20HAL0904C-MH**
Amendment #2
VENDOR: VS0000075197  
PO: 265 21HALOAMEND20303C-MH  
RC: 030421-2685 (Line 1)  
IN 030421-2773  
FL: 100-265-2634-1160  

APPROVAL TO PAY  

TOTAL DUE: $136,896.00
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<td><strong>Invoiced by:</strong> BRENDA MCCLOUD</td>
<td><strong>Closed Date:</strong></td>
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<td><strong>Phone Ext:</strong> 404-612-7020</td>
<td><strong>Open Amount:</strong></td>
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http://vmwp-cgitmap01/webapp/FINPROD/advantage/Advantage/document_to_print.html

3/4/2021
View All 1 of 1 | Document submitted successfully

Commodity Line | Commodity | GL Description | Received Qty | Rejected Qty | Received SC Amount | Total Qty Received |
---|---|---|---|---|---|---|
1 | 96162 | Poll Tech Support for U.S. Senate Runoff and Early Voting | 0.00000 | 0.00000 | $136,896.00 | 0.00000 |

From 1 to 1 Total: 1

General Information

Commodity Match Type: 3

MSDS Required:

MSDS Received:

Shipment Indicator:

Condition:

Partial Billing

Reason:

Comments:

Commodity Description: Print See the

Commodity: 96162

StockItem Suffix:

Ordered Qty: 0.00000

Received Qty: 9.08000

Rejected Qty: 0.00000

Total Qty Received: 0.00000

Ordered SC Amount: $154,836.00

Received SC Amount: $136,896.00

McCloud, Brenda

From: DocuSign NA3 System <dse_NA3@docusign.net> on behalf of Mark Hawks via DocuSign <dse_NA3@docusign.net>
Sent: Wednesday, March 3, 2021 2:28 PM
To: McCloud, Brenda
Subject: Completed: Please DocuSign: HALO - AMENDMENT NO. 2.docx.pdf, PO HALO re-establish Amend 2.pdf
Attachments: PO HALO re-establish Amend 2.pdf; HALO - AMENDMENT NO. 2.docx.pdf

Your document has been completed

Mark Hawks
mark.hawks@fultoncountyga.gov

All parties have completed Please DocuSign: HALO - AMENDMENT NO. 2.docx.pdf, PO HALO re-establish Amend 2.pdf.

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Alternate Signing Method
Visit DocuSign.com, click 'Access Documents', and enter the security code:
A7E5B1B49C4C43DFB96EB58B5C8E8E333
**PURCHASE ORDER**

**Invoices must be forwarded to:**

Fulton County Registration and Elections
130 Peachtree St S.W.
Suite 2186
Atlanta, GA 30303

**To:**

HALO INNOVATION PARTNERS LLC
986 Faith Ave SE
Atlanta, GA 30316
Contact: Kendall Flagg

**Vendor No.:** VS0000075197

**Special Instructions:**

**BOC#ELECTIONS**

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**Purchasing Agent Refer Question To:**

**Purchase Order Total**

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<th>SIGNATURE</th>
<th>Buyer: MARK HAWKS</th>
<th>Phone #: 404-612-5812</th>
<th>$154,836.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>[Signature]</td>
<td>Felicia Strong-Whitaker</td>
<td></td>
<td></td>
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VENDOR COPY
### INVOICE FCEB004

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**DUE DATE** 02/12/2021

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<td>0.00</td>
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<td>12/30/2020</td>
<td>Tech Support</td>
<td>County Coordinator / Roaming PT Support, Early Voting (Dec 7-30, 226 hours per PT @ $28/hr)</td>
<td>2</td>
<td>6,328.00</td>
<td>12,656.00</td>
</tr>
<tr>
<td>12/30/2020</td>
<td>Tech Support</td>
<td>County Coordinator / Roaming PT Support, Election Day (Setup &amp; Day-of, Jan 3-5, 28 hrs @ $28/hr)</td>
<td>2</td>
<td>784.00</td>
<td>1,568.00</td>
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<tr>
<td>12/30/2020</td>
<td>Tech Support</td>
<td>Early Voting Site Support (Dec 14-30, 15 PTs, 200 hrs per PT @ $28/hr)</td>
<td>15</td>
<td>5,600.00</td>
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<tr>
<td>01/04/2021</td>
<td>Tech Support</td>
<td>Election Day PT Site Setup (Jan 3-4, 52 PTs, 4 hrs per PT @ $28/hr)</td>
<td>52</td>
<td>112.00</td>
<td>5,824.00</td>
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<tr>
<td>01/05/2021</td>
<td>Tech Support</td>
<td>Election Day PT Support (Jan 5, 44 PTs, 15 hrs per PT @ $28/hr)</td>
<td>44</td>
<td>420.00</td>
<td>18,480.00</td>
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<tr>
<td>01/05/2021</td>
<td>Software Analysis/Consulting</td>
<td>Administration</td>
<td>1</td>
<td>7,500.00</td>
<td>7,500.00</td>
</tr>
<tr>
<td>01/05/2021</td>
<td>Software Analysis/Consulting</td>
<td>Site Assignment Coordination</td>
<td>1</td>
<td>2,500.00</td>
<td>2,500.00</td>
</tr>
</tbody>
</table>

**PO#:** PO 265 20HALO0804C-MH  
**Ammendment #2**
PO DATE: 8/4/20
VENDOR NO: VS0000075197

Invoiced 1/13/2021

VENDOR: VS0000075197
PO: 265 21HALOAMEND20303C-MH
RC: 030421-2685 (Line 1)
IN 030421-2773
FL: 100-265-2634-1160

APPROVAL TO PAY /S McLeod/
**Header**

<table>
<thead>
<tr>
<th>General Information</th>
<th>Extended Description</th>
<th>Document Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Document Name:</strong></td>
<td><strong>Allow Partial Payment:</strong></td>
<td>Yes</td>
</tr>
<tr>
<td>Invoices &amp; Tech Support</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Origination Date:</strong></td>
<td><strong>Vendor:</strong> Fulton County Technology Services</td>
<td></td>
</tr>
<tr>
<td>03/04/2021</td>
<td></td>
<td></td>
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<tr>
<td><strong>Invoiced Date:</strong></td>
<td><strong>Vendor Invoice Number:</strong></td>
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<tr>
<td>03/04/2021</td>
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<td><strong>Tracking Date:</strong></td>
<td><strong>Total Document Amount:</strong></td>
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<tr>
<td>03/04/2021</td>
<td>$136,896.00</td>
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<td><strong>Invoiced Location:</strong></td>
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<td><strong>Closed Amount:</strong></td>
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<tr>
<td></td>
<td>$80.00</td>
<td></td>
</tr>
<tr>
<td><strong>Invoiced by:</strong></td>
<td><strong>Closed Date:</strong></td>
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</tr>
<tr>
<td>Brenda Mccloud</td>
<td></td>
<td></td>
</tr>
<tr>
<td>404-612-7020</td>
<td><strong>Open Amount:</strong></td>
<td></td>
</tr>
<tr>
<td><a href="mailto:brenda.mccloud@fultoncountyga.gov">brenda.mccloud@fultoncountyga.gov</a></td>
<td>$196,686.00</td>
<td></td>
</tr>
<tr>
<td><strong>Phone Ext:</strong></td>
<td><strong>Referenced Amount:</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$0.00</td>
<td></td>
</tr>
</tbody>
</table>

**Description:**

http://vmwp-cgifnap01/webapp/FINPROD/advantage/Advantage/document_to_print.html

3/4/2021
<table>
<thead>
<tr>
<th>Commodity Line</th>
<th>Commodity</th>
<th>CL Description</th>
<th>Received Qty</th>
<th>Rejected Qty</th>
<th>Received SC Amount</th>
<th>Total Qty Received</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>96162</td>
<td>Poll Tech Support for U.S. Senate Runoff and Early Voting</td>
<td>0.00000</td>
<td>0.00000</td>
<td>$136,896.00</td>
<td>0.00000</td>
</tr>
</tbody>
</table>

From 1 to 1 Total: 1

General Information

Commodity Match Type: 3
MSDS Required: Box
MSDS Received: No
Shipment Indicator: Yes
Condition: Partial Billing
Reason: Line Not Required

Commodity Description: Poll Tech Support for U.S. Senate Runoff and Early Voting
AMENDMENT NO. 2 TO FORM OF CONTRACT

Contractor: Halo Innovation Partners, LLC

Address: 1700 Northside Drive, Suite A7 PMB 715
Atlanta, Georgia 30318

Telephone: (762) 239-0100

E-mail: Kendall@halo.works

Contact: Kendall Flagg, Chief Executive Officer

WITNESSETH

WHEREAS, Fulton County ("County") entered into an Emergency Authorization Agreement with Halo Innovation Partners, LLC to provide Poll Tech Support for the U.S. Senate Runoff and Early Voting Election on behalf of the Department of Registration & Elections; and

WHEREAS, the Contractor has performed or continues to perform satisfactorily over the period of the Contract; and

WHEREAS, the County desires Halo Innovation Partners, LLC to provide additional support services for the U.S. Senate Runoff beginning December 7, 2020 through January 5, 2021 to provide Election Poll Technical Support Staff services; and

WHEREAS, the Purchasing Agent with approval and concurrence of the County Manager has determined that an emergency exists under 102-385, Emergency Procurement and makes this Amendment No. 2 to Form of Contract award pursuant thereto and the information shall be forwarded to the Board of Commissioners for ratification and be made a part of the minutes of the next scheduled meeting of the Board of Commissioners.

NOW, THEREFORE, the County and Halo Innovation Partners, LLC agree as follows:

This Amendment No. 2 to the Contract is effective upon execution and continues through November 3, 2020 between the County and Halo Innovation Partners, LLC agreeing that all Services specified will be performed in accordance with this Amendment No. 2 to Form of Contract and the Contract Documents.

1. SCOPE OF WORK TO BE PERFORMED: To provide Election Poll Technical Support Staff services as described in Attachment 1 for the U.S. Senate Runoff and Early Voting Election.
2. **COMPENSATION:** The Scope of Work shall be performed by the Service Provider for the additional funding amount not to exceed $154,836.00.00 (One Hundred Fifty Four Thousand Eight Hundred Thirty Six Dollars and No Cents.)

3. **LIABILITY OF COUNTY:** This Amendment No. 2 to the original Contract shall not become binding on the County and the County shall not incur any liability upon same until such Amendment has been executed by the Chairman of the Board of Commissioners, attested to by the Clerk to the Commission and delivered to the Service Provider.

4. **EFFECT OF AMENDMENT NO. 2 TO ORIGINAL CONTRACT:** Except as modified by this Amendment No. 2 to the Contract, the original Contract, and all terms and conditions therein shall remain in full force and effect.

[SIGNATURES ON FOLLOWING PAGE]
IN WITNESS WHEREOF, the parties have set their hands and affixed their seals this the 25th day of December, 2020.

FULTON COUNTY, GEORGIA

DocuSigned by: Dick Anderson
County Manager

APPROVED AS TO FORM:

DocuSigned by: Patricia Perkins-Decker
Office of the County Attorney

APPROVED AS TO CONTENT:

DocuSigned by: Richard L. Barron, Director
Registration & Elections

HAULO INNOVATION PARTNERS, LLC

DocuSigned by: Kendall Flagg
Chief Executive Officer
McCloud, Brenda

From: McCloud, Brenda
Sent: Thursday, July 1, 2021 3:54 PM
To: Jenkins, Queena
Cc: Williams, Jonnah; Eskridge, Patrick; Jones, Ralph
Subject: EXPLANATION - BLUECREST AGREEMENT

Ms. Queena,

I needed assistance from Ralph Jones, Registration Chief to explain the cost difference with BlueCrest as indicated below.

Brenda E McCloud
Administrative Manager – R&E
Fulton County Government | Department of Registration & Elections
130 Peachtree Street, SW | Suite 2186 | Atlanta GA 30303
404-612-7099 (office)
Connect with Fulton County:
Website | Facebook | Twitter | Instagram | FGTV | #OneFulton E-News

From: Jones, Ralph
Sent: Thursday, July 1, 2021 3:43 PM
To: McCloud, Brenda <Brenda.McCloud@fultoncountyga.gov>
Subject: RE: BLUECREST AGREEMENT

The original annual maintenance agreement for Bluecrest was $57,601, but a purchase order was not created and the vendor was not paid at that time.

The Secretary of State changed the absentee ballot envelopes during the 2020 election season. With this change our Reliavote system had to be upgraded to accept the SOS envelope and Fulton County envelope and that increased the cost.

Bluecrest technicians put in extension time over that period to get the machine fixed. When we received the invoice, it was for a total of $187,806.00. This is based on 04/2019 – 04/2021 which is $93,903 a year.

Ralph M. Jones
Registration Chief
Voter Registration & Elections Division
404-612-7050
404-612-3697 fax
Connect with Fulton County:
Website | Facebook | Twitter | Instagram | FGTV | #OneFulton E-News
Hi Renee,
I talked to Sharon. We will move funding for this.
Thanks

From: Kendall, Renee
Sent: Thursday, December 31, 2020 9:51 AM
To: McCloud, Brenda; Accounts.Payable; Husserl, James
Cc: Strong-Whitaker, Felicia; Stewart, Hugh; Crowe, Franchikisk; McTier, Sabrinna; Hawkins, Lisa; James, Alesia; Whitted, Ivan; Jones, Monica
Subject: RE: AML PAYMENT TO DMT SOLUTIONS, DBA BLUECREST

James,

Good morning. Any final word regarding BlueCrest. Attached is a copy of the PVX for reference.

Thanks,

Renée Kendall
Accounts Payable Manager
Fulton County Government

From: McCloud, Brenda
Sent: Wednesday, December 30, 2020 2:08 PM
To: Accounts.Payable <Accounts.Payable@fultoncountyga.gov>
Cc: Strong-Whitaker, Felicia <Felicia.Strong-Whitaker@fultoncountyga.gov>; Kendall, Renee <Renee.Kendall@fultoncountyga.gov>; Stewart, Hugh <Hugh.Stewart@fultoncountyga.gov>; Crowe, Franchikisk <Franchikisk.Crowe@fultoncountyga.gov>
Subject: RE: AML PAYMENT TO DMT SOLUTIONS, DBA BLUECREST

A/P please hold up on this run. James Husserl instructed Hugh to sweep accounting lines that I need to transfer funds back into. I will send confirmation when funds are transferred

Thanks.
Ms. Queena,

Find below in the chart, explanations for three of ten invoices found not paid timely. I have also attached supporting documentations that will hopefully, give clarity to my explanations.

I am working on the others from Dominion that takes some thought to explain.

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Amount</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>DMT Solutions, Bluecrest</td>
<td>$187,806</td>
<td>The original AML was for $57,601. I was informed there would be modifications/upgrade to the mailing equipment because of a change in envelopes to mail absent ballots by the State. The increase in the costs needed approval and funding identified by the COO (email attached), which caused a delay in processing payment.</td>
</tr>
<tr>
<td>HALO</td>
<td>$136,896</td>
<td>Funds were needed that were not budgeted for poll technicians for the January 2021 Federal Runoff. Once funds were identified, a PO was created on 3/3/21 from Purchasing, where I submitted payment the next day 3/4/21.</td>
</tr>
<tr>
<td>Outfront Media</td>
<td>$107,500</td>
<td>The marketing service was requested by Jessica Corbitt, where the invoice was sent to. I received the invoice from Jessica on 11/19/2020. I processed the invoice for payment as soon as I could. This was post November Election.</td>
</tr>
</tbody>
</table>

Finding 3 - 10 invoices not paid timely:

DMT Solutions, Bluecrest
Dominion Voting = $104,
Dominion Voting = $155,
Dominion Voting = $103,
Dominion Voting = $929,
Dominion Voting = $442,
Dominion Voting = $261,
Dominion Voting = $407,
Halo Innovation = $136,
Outfront = $107,500 (Inv.
Ms. Queena,

Find below in the chart, explanations for three of ten invoices found not paid timely. I have also attached supporting documentations that will hopefully, give clarity to my explanations.

I am working on the others from Dominion that takes some thought to explain.

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<thead>
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<td>The original AML was for $57,601. I was informed there would be modifications/upgrade to the mailing equipment because of a change in envelopes to mail absent ballots by the State. The increase in the costs needed approval and funding identified by the COO (email attached), which caused a delay in processing payment.</td>
</tr>
<tr>
<td>HALO</td>
<td>$136,896</td>
<td>Funds were needed that were not budgeted for poll technicians for the January 2021 Federal Runoff. Once funds were identified, a PO was created on 3/3/21 from Purchasing, where I submitted payment the next day 3/4/21.</td>
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<tr>
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<td>$107,500</td>
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</tr>
</tbody>
</table>

Finding 3 - 10 invoices not paid timely:

DMT Solutions, Bluecrest = $187,806 (Invoices for 2019 & 2020)
Dominion Voting = $104,000 (Invoice date was 4/17/20, submitted for payment on 7/29/20)
Dominion Voting = $155,511 (Invoice date was 7/20/20, purchase order date was 12/15/20)
Dominion Voting = $103,674 (Invoice date was 7/20/20, purchase order date was 12/15/20)
Dominion Voting = $929,770.80 (Invoice date was 11/2/2020, invoice was paid on 12/18/20)
Dominion Voting = $442,056.70 (Invoice date was 10/19/20, invoice was paid on 12/18/20)
Dominion Voting = $261,000 (Invoice date was 1/31/21, submitted for payment on 3/29/21)
Dominion Voting = $407,000 (Invoice date was 1/31/21, submitted for payment on 3/29/21)
Halo Innovation = $136,896 (Invoice date was 1/13/21, submitted for payment on 3/4/21)
Outfront = $107,500 (Invoice date was 10/21/20, submitted for payment on 12/1/20)
This letter is to advise you that Master Agreement # 20MADOMIN126311C-MH in an amount up to $355,190.00 have been issued in lieu of a regular purchase order. The requesting department, Department of Registration and Elections will use this instrument to make purchases against Delivery Orders, up to an amount not to exceed $1,000,000.00 for the purchase of goods/services related to MA #20MADOMIN126311C-MH. This MA may be used by the Department of Registration and Elections during 07/1/2020 through 12/31/2020.

Please reference this MA number on all invoices submitted.

The shipping and invoice for this MA are as follows:

<table>
<thead>
<tr>
<th>Ship To Address</th>
<th>Invoice Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department of Registration And Elections 130 Peachtree Street S.W. Suite 2186 Atlanta GA 30303</td>
<td>Department of Registration And Elections 130 Peachtree Street S.W. Suite 2186 Atlanta GA 30303</td>
</tr>
</tbody>
</table>

If you have questions relating to this matter, please contact, Ms. Brenda McCloud, Department of Registration and Elections @404-612-2070

Sincerely,

Mr. Mark Hawks,
Chief Assistant Purchasing Agent
EXHIBIT A
TO THE
VOTING SYSTEM ACQUISITION AGREEMENT
FULTON COUNTY, GA
DOMINION VOTING SYSTEMS, INC.

PRICING AND PAYMENT SUMMARY

1. Pricing Summary

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>QTY</th>
<th>UNIT PRICE</th>
<th>EXTENSION</th>
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</thead>
<tbody>
<tr>
<td>ImageCast Tabulators</td>
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<td></td>
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</tr>
<tr>
<td>ImageCast Precinct (ICP) Tabulator</td>
<td>65</td>
<td>$3,900.00</td>
<td>$253,500.00</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Sub-Total: $253,500.00</td>
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<tr>
<td>Support Services</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Off-Site Support Services(/hr)</td>
<td>8</td>
<td>$235.00</td>
<td>$1,880.00</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Sub-Total: $1,880.00</td>
</tr>
<tr>
<td>Estimated Shipping</td>
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<td></td>
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<tr>
<td>Estimated Shipping</td>
<td>1</td>
<td>$3,850.00</td>
<td>$3,805.00</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Sub-Total: $3,805.00</td>
</tr>
<tr>
<td>Total Year 1 Purchase:</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>ICP Annual Firmware License</td>
<td>65</td>
<td>$228.00</td>
<td>$14,820.00</td>
</tr>
<tr>
<td></td>
<td></td>
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<td>Total Annual License Fee: $14,820.00</td>
</tr>
</tbody>
</table>

* Dominion reserves the right to adjust the Annual Software License Fee within three percent (3%) of the then current fee

2. Payment Schedule - Dominion shall provide invoices to the Customer as described below. The Customer shall pay invoices in a timely manner and no later than thirty (30) calendar days from receipt of a Dominion invoice. Payments specified in this Exhibit are exclusive of all excise, sale, use and other taxes imposed by any governmental authority, all of which taxes shall be reimbursed by the Customer.

<table>
<thead>
<tr>
<th>ID</th>
<th>Invoice Date</th>
<th>Payment Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Agreement Signing- 60%</td>
<td>$155,511.00</td>
</tr>
<tr>
<td>2</td>
<td>Equipment Acceptance - 40%</td>
<td>$103,674.00</td>
</tr>
<tr>
<td>3</td>
<td>License and Warranty Fees</td>
<td>$14,820.00</td>
</tr>
<tr>
<td></td>
<td>(Annual Invoice starting May 1, 2021)</td>
<td></td>
</tr>
</tbody>
</table>
3. Deliverables Description

3.1 Voting System Products. Items provided in this Agreement are State of Georgia certified voting system products as described and provided by the State Contract.

3.2 Travel and Expenses included. All costs of Dominion transportation, lodging and meal expenses are included during the Agreement Term.

3.3 Ongoing telephone support. Telephone support shall be available for Customers during the Term of the Agreement at no additional costs.

3.4 Other Services, Consumables or Equipment. Any other services, consumables or equipment not specifically identified in this Agreement are available for purchase by the Customer at the then current Dominion list price.
This is where we are stuck with Dominion. This is the amendment along with how the detail from the amendment of how the PO was established, and the invoices provided to us by the vendor. It's difficult to make heads or tails of what we are paying for and from which purchase order. Even if I followed the vague description on their invoice, the math doesn't even add up to equal the payment schedule... to even try and tie back to not just a $$$ amount, but a quantity per unit to make the payment. And, if it was confirmed that all goods were received... it doesn't reconcile to a total on these invoices. For the ones that were able to match... those have been paid. We have been working on how to translate a “agreement signing amount” as the description to ID #1 or 2 (which have already been paid 100%) to possibly #3 but the amounts still don't add up.

Felicia, we appreciate the work done for the modification of the purchase orders, we need a conduit with Barry/Dominion and what we show as outstanding and a crosswalk to help pay.

Amendment 2 –

2. **Payment Schedule** - Dominion shall provide invoices to the Customer as described below. The Customer shall pay invoices in a timely manner and no later than thirty (30) calendar days from receipt of a Dominion invoice.

<table>
<thead>
<tr>
<th>ID</th>
<th>Invoice Date</th>
<th>Payment Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Amendment 1 Signing</td>
<td>$1,485,604.20</td>
</tr>
<tr>
<td>2</td>
<td>Amendment 2 Signing</td>
<td>$344,100.00</td>
</tr>
<tr>
<td>3</td>
<td>Equipment Acceptance</td>
<td>$890,402.80</td>
</tr>
<tr>
<td>4</td>
<td>License Fees (Annual Invoice starting August 1, 2021)</td>
<td>$149,884.00</td>
</tr>
</tbody>
</table>

Purchase Orders were set up to the detail shown here on the Amendment.
AMENDMENT 1
TO THE VOTING SYSTEM AND SERVICES AGREEMENT
BY AND BETWEEN
DOMINION VOTING SYSTEMS, INC.
AND FULTON COUNTY, CA

This Amendment 1 to the Voting Systems Acquisition Agreement is made and entered into this 1st day of August 2020 between Fulton County, CA (“Customer”) and Dominion Voting Systems, Inc. (“Dominion”).

RECITALS

WHEREAS, on May 1, 2020, the Customer and Dominion entered into a Voting Systems Acquisition Agreement (the “Agreement”); and

WHEREAS, the Customer and Dominion now desire to amend the Agreement as described herein:

TERMS

NOW, THEREfore, the parties amend the Agreement in accordance with the terms and conditions set forth below:

A. Incorporation of Recitals. The above recitals are true and correct and incorporated herein by this reference as if fully set forth.

B. Additional Exhibit: Exhibit A-1 (attached to this Amendment 1) is hereby added and incorporated into the Agreement.

C. All Other Terms. All other terms and provisions of the Agreement shall remain in full force and effect.
IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the date first above written.

DOMINION VOTING SYSTEMS, INC.

Authorized Signature

John Poulos
Name

President & CEO
Title

08/10/2020
Date

FULTON COUNTY, GOVERNMENT

Dick Anderson
County Manager

APPROVED AS TO FORM:

Patrice Perkins-Hooker
Office of the County Attorney

APPROVED AS TO CONTENT:

Richard L. Barron, Director
Registration & Elections
AMENDMENT 1
TO THE VOTING SYSTEM AND SERVICES AGREEMENT
BY AND BETWEEN
DOMINION VOTING SYSTEMS, INC.
AND FULTON COUNTY, CA

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WHEREAS, the Customer and Dominion now desire to amend the Agreement as described herein:

TERMS

NOW, THEREFORE, the parties amend the Agreement in accordance with the terms and conditions set forth below:

A. Incorporation of Recitals. The above recitals are true and correct and incorporated herein by this reference as if fully set forth.

B. Additional Exhibit: Exhibit A-I (attached to this Amendment 1) is hereby added and incorporated into the Agreement.

C. All Other Terms. All other terms and provisions of the Agreement shall remain in full force and effect.
IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the date first above written.

DOMINION VOTING SYSTEMS, INC.

Authorized Signature

John Poulos
Name

President & CEO
Title

08/10/2020
Date

FULTON COUNTY, GOVERNMENT

Dick Anderson
County Manager

APPROVED AS TO FORM:

Patrice Perkins-Hooker
Office of the County Attorney

APPROVED AS TO CONTENT:

Richard L. Barron, Director
Registration & Elections
### Pricing Summary

<table>
<thead>
<tr>
<th>Product/Service</th>
<th>Qty</th>
<th>Unit Price</th>
<th>Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>In-Person Voting: Polling Location Hardware</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ImageCast Precinct Tabulator</td>
<td>153</td>
<td>$3,900.00</td>
<td>$596,700.00</td>
</tr>
<tr>
<td>Power Supply - ICP</td>
<td>153</td>
<td>$20.00</td>
<td>$3,060.00</td>
</tr>
<tr>
<td>ImageCast X Kit - Prime (aluminum) BMD</td>
<td>350</td>
<td>$3,500.00</td>
<td>$1,225,000.00</td>
</tr>
<tr>
<td>UPS - CyberPower 1500VA - with Inverter</td>
<td>175</td>
<td>$800.00</td>
<td>$140,000.00</td>
</tr>
<tr>
<td>ImageCast X Privacy Screen - Custom</td>
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<td>$615,396.00</td>
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Dominion Voting Systems Inc.
Fulton County 09.15.2020
Amendment 2 to the Agreement
Page 3 of
PURCHASE TOTAL $2,476,007.00

<table>
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<td>Poll Book Annual License</td>
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<td>$125.00</td>
<td>$25,000.00</td>
</tr>
<tr>
<td>Annual Fees</td>
<td></td>
<td></td>
<td>$112,384.00</td>
</tr>
</tbody>
</table>

* Dominion reserves the right to adjust the Annual Fees within three percent (3%) of the then current fee.

Included are Fulton County Purchase orders:

PO 265 20COVIDDOMIN716C-MH
PO 26520DOMINISCAN717C-MH
PO 265 20DOMINPOLLO730C-MH

2. **Payment Schedule** - Dominion shall provide invoices to the Customer as described below. The Customer shall pay invoices in a timely manner and no later than thirty (30) calendar days from receipt of a Dominion Invoice.

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<td>Agreement Signing</td>
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</tr>
<tr>
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<td>$990,402.80</td>
</tr>
<tr>
<td>3</td>
<td>License Fees (Annual Invoice starting August 1, 2021)</td>
<td>$112,384.00</td>
</tr>
</tbody>
</table>
AMENDMENT 2
TO THE VOTING SYSTEM AND SERVICES AGREEMENT
BY AND BETWEEN
DOMINION VOTING SYSTEMS, INC.
AND FULTON COUNTY, CA

This Amendment 2 to the Voting Systems Acquisition Agreement is made and entered into this 15th day of September 2020 between Fulton County, CA ("Customer") and Dominion Voting Systems, Inc. ("Dominion").

RECITALS

WHEREAS, on May 1, 2020, the Customer and Dominion entered into a Voting Systems Acquisition Agreement, which was modified by Amendment 1 dated August 1, 2020 (collectively the “Agreement”); and

WHEREAS, the Customer and Dominion now desire to amend the Agreement as described herein:

TERMS

NOW, THEREFORE, the parties amend the Agreement in accordance with the terms and conditions set forth below:

A. Incorporation of Recitals. The above recitals are true and correct and incorporated herein by this reference as if fully set forth.

B. Additional Exhibit: Exhibit A-1 of Amendment 1 is hereby deleted in its entirety and replaced by Exhibit A-1 attached to this Amendment 2 and incorporated into to the Agreement.

C. All Other Terms. All other terms and provisions of the Agreement shall remain in full force and effect.
IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the
date first above written.

DOMINION VOTING SYSTEMS, INC.

Authorized Signature

John Poulos
Name

President & CEO
Title

09/15/2020
Date

FULTON COUNTY, GOVERNMENT

Dick Anderson
County Manager

APPROVED AS TO FORM:

Patrice Perkins-Hooker
Office of the County Attorney

APPROVED AS TO CONTENT:

Richard L. Barron, Director
Registration & Elections
## Pricing and Payment Summary

### 1. Pricing Summary

<table>
<thead>
<tr>
<th>Product/Service</th>
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<tbody>
<tr>
<td><strong>In-Person Voting: Polling Location Hardware</strong></td>
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<td>ImageCast Precinct Tabulator</td>
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<td>Power Supply - ICP</td>
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<td>$800.00</td>
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Dominion Voting Systems Inc.
Fulton County 09.15.2020

Amendment 2 to the Agreement
Page 3 of
Estimated Shipping
Shipping (estimated) – ICP, ICX accessories and MBP Kits

<table>
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PURCHASE TOTAL $2,918,063.70

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<tr>
<td>1</td>
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<tr>
<td>2</td>
<td>Amendment 2 Signing*</td>
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<td>Equipment Acceptance</td>
<td>$990,402.80</td>
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<tr>
<td>4</td>
<td>License Fees</td>
<td>$154,984.00</td>
</tr>
</tbody>
</table>

* Invoice #135957 for $37,331.70 issued 9-10-20 will be credited as the items are contained within the $442,056.70 as shown above.
Bre,
We had a meeting with APS, long story short reimbursing them for cleaning is off setting their budget, therefore they want their cleaning contractors to bill us directly. They have forwarded the list below of vendors that will need invoicing instructions.

From: Cooper, David [mailto:dacooper@atlanta.k12.ga.us]
Sent: Friday, September 4, 2020 8:13 AM
To: Williams, Nadine <Nadine.Williams@fultoncountyga.gov>
Cc: Pennyman, Carla <cpennyman@atlanta.k12.ga.us>
Subject: APS Custodial Vendor Contacts

<table>
<thead>
<tr>
<th>CLEANING VENDORS 2020-2021</th>
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<tbody>
<tr>
<td><strong>CLEANING CONTRACTOR</strong></td>
</tr>
<tr>
<td><strong>CONTACT</strong></td>
</tr>
<tr>
<td>---------------------------</td>
</tr>
<tr>
<td>3H SERVICE SYSTEM, INC</td>
</tr>
<tr>
<td>KRISTINA WOO - 470-557-2636</td>
</tr>
<tr>
<td>JOHN HEO - 770-975-9343</td>
</tr>
<tr>
<td>POST OFFICE BOX 2613, ACWORTH, GEORGIA 30102 Email: <a href="mailto:cs@3h.com">cs@3h.com</a></td>
</tr>
<tr>
<td>ABC CONTRACT SERVICES, LLC</td>
</tr>
<tr>
<td>ALBERT VONJOE - 770-907-4565</td>
</tr>
<tr>
<td>765 NEW MAGNOLIA CT. COLLEGE PARK, GEORGIA 30349 EMAIL: <a href="mailto:chief.vonjoe@yahoo.com">chief.vonjoe@yahoo.com</a></td>
</tr>
<tr>
<td>Company</td>
</tr>
<tr>
<td>---------------------------------</td>
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<tr>
<td>AMERICAN FACILITY SERVICES, INC</td>
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<td>BUILDING MAINTENANCE SERVICES</td>
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<tr>
<td>PRITCHARD INDUSTRIES SOUTHEAST,</td>
</tr>
<tr>
<td>INC</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>
|                                 | ATLANTA, GEORGIA 30339        | MARK FARLEY@PRITCHARDINDUSTRIES.COM, VINCE LAWSON@PRITCHARDINDUSTRIES.COM |}

R/
David Cooper
Maintenance & Operations Manager
Custodial Services
404-802-7551
Thank you,
Nadine Etienne Williams
Elections Chief, MBA
Department of Registration & Elections
404-612-3130
Fax 404-612-0693

Good Afternoon,

This email is a follow up on previous email sent in reference to the invoices for cleaning and sanitizing the schools for elections.

Our contractors are saying they still have not been paid. Please provide some timeline that they will be paid for the cleaning and sanitizing of the schools after the previous elections.
Also, would like to get this resolved so that the vendors can be paid in a timely manner for the upcoming January runoff in January.

Thank you in advance for your assistance in this matter.

Have a great day and stay safe.

Carla

Carla Pennyman  
Manager of Property Development  
Atlanta Public Schools  
Facilities Services Department  
404-802-3733  
cpennyman@atlanta.k12.ga.us

From: Pennyman, Carla  
Sent: Thursday, December 3, 2020 3:03 PM  
To: Williams, Nadine <Nadine.Williams@fultoncountyga.gov>; Ross, John <John.Ross@fultoncountyga.gov>; Jewell, Tonia <Tonia.Jewell@fultoncountyga.gov>  
Cc: Cooper, David <dacooper@atlanta.k12.ga.us>; Williams, Michael <mwilliamsd@atlanta.k12.ga.us>; Jones, Clifford <cjones@atlanta.k12.ga.us>; Dudley, Veleeka <Veleeka.Dudley@atlanta.k12.ga.us>; Joseph, Herb C <hjoseph@atlanta.k12.ga.us>  
Subject: FW: Vote Polling Site Cleaning Invoices  

Good Afternoon,

APS asked that the Fulton County contract directly with the APS cleaning contractors to clean and sanitize after each election.

The attached invoices have been forwarded to Fulton County and remain unpaid to our contractors.

Please assist in getting these invoices paid.

Your assistance in matter will be greatly appreciated.

Have a great day.
Carla Pennyman  
Manager of Property Development  
Atlanta Public Schools  
Facilities Services Department  
404-802-3733  
cpennyman@atlanta.k12.ga.us

From: Cooper, David <dacooper@atlanta.k12.ga.us>  
Sent: Thursday, December 3, 2020 2:52 PM  
To: Pennyman, Carla <cpennyman@atlanta.k12.ga.us>  
Subject: Vote Polling Site Cleaning Invoices

Carla,

Please forward the attached voting poll cleaning invoices to Fulton County for the City of Atlanta Public School voting sites. The vendors are American facility Service, Pritchard Industries, and Building Maintenance Services.

R/
David Cooper  
Maintenance & Operations Manager  
Custodial Services  
404-802-7551
Good evening,
We contacted them regarding registration as a Fulton County vendor and invoicing instructions.
We prefer the scheduling be done by the school to ensure there are no scheduling conflicts.

Thank you,
Nadine Etienne Williams
Elections Chief, MBA
Department of Registration & Elections
404-612-3130
Fax 404-612-0693

From: Pennyman, Carla [mailto:cpennyman@atlanta.k12.ga.us]
Sent: Thursday, November 5, 2020 12:58 PM
To: Williams, Nadine <Nadine.Williams@fultoncountyga.gov>; Ross, John <John.Ross@fultoncountyga.gov>
Cc: Palmer, Robert <rpalmer@atlanta.k12.ga.us>; Cooper, David <dacooper@atlanta.k12.ga.us>; Joseph, Herb C <hcjoseph@atlanta.k12.ga.us>; Dudley, Veleeka <Veleeka.Dudley@atlanta.k12.ga.us>
Subject: FW: Post Election Cleaning
Importance: High

Good Afternoon,
Please advise when you will schedule the cleaning and sanitizing of the schools that were used as polling sites.

See email below from our Director of Maintenance that states that our vendors have not been contacted as of yet.
Have a great day and thank you.

Carla

Carla Pennyman  
Manager of Property Development  
Atlanta Public Schools  
Facilities Services Department  
404-802-3733  
cpennyman@atlanta.k12.ga.us

From: Palmer, Robert <rpalmer@atlanta.k12.ga.us>  
Sent: Thursday, November 5, 2020 10:25 AM  
To: Pennyman, Carla <cpennyman@atlanta.k12.ga.us>  
Cc: Cooper, David <dcooper@atlanta.k12.ga.us>  
Subject: Post Election Cleaning

Good Morning Carla,  
Please verify with Fulton County Elections that they're going to schedule the post-election cleaning directly. They have not reached out to any of our vendors to date.

Robert C. Palmer  
Director, Facilities Services Maintenance & Operations  

(O) 4048023738  
(M) 4047801652

My Signature Themes are: Harmony, Empathy, Achievement, Consistency and Intellection
CONFIDENTIALITY NOTICE: This email may contain information that is privileged, confidential or otherwise protected from disclosure. It is intended only for the use of the authorized person(s) as indicated in the email. If you are not the intended recipient of this email, you are hereby notified that any review, dissemination, distribution, or duplication of this communication is strictly prohibited. If you are not the intended recipient, please notify the sender immediately by reply email and destroy all copies of the original message.
Good Morning,

Mr. Palmer, Fulton County is following up on this request.

Please provide a timeframe on when you will have the letter completed and sent to Fulton County.

Thank you.

Carla

Carla,
Following up on the letter request. Please advise.

Thank you,
Nadine Williams
Elections Chief, MBA
Department of Registration & Elections
404-612-7033
Fax 404-612-0693
Connect with Fulton County:
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They are now requesting that letter includes all the custodial companies that will be cleaning and sanitizing the schools for the 2021-2022 elections.

From: Williams, Nadine <Nadine.Williams@fultoncountyga.gov>
Sent: Monday, July 26, 2021 4:41 PM
To: Pennyman, Carla <cpennyman@atlanta.k12.ga.us>
Cc: Eskridge, Patrick <Patrick.Eskridge@fultoncountyga.gov>
Subject: FW: American Facility Services, Inc.

EXTERNAL MAIL

Carla,
Please advise if this letter was sent. If yes, please forward a copy to include all the cleaning companies included in this arrangement.

Thank you,
Nadine Williams
Elections Chief, MBA
Department of Registration & Elections
404-612-7033
Fax 404-612-0693
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From: Williams, Nadine
Sent: Tuesday, June 22, 2021 8:50 AM
To: Jenkins, Breauna <Breauna.Jenkins@fultoncountyga.gov>; Jenkins, Queena <Queena.Jenkins@fultoncountyga.gov>; Pennyman, Carla <cpennyman@atlanta.k12.ga.us>
Cc: McCloud, Brenda <Brenda.McCloud@fultoncountyga.gov>
Subject: RE: American Facility Services, Inc.

Good morning Carla,
Please see question below. Please forward a letter confirming this arrangement with American Facility Services.

Thank you,
Nadine Williams
Elections Chief, MBA
Department of Registration & Elections
404-612-7033
Fax 404-612-0693
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From: Jenkins, Breauna
Sent: Monday, June 21, 2021 4:12 PM
To: Jenkins, Queena <Queena.Jenkins@fultoncountyga.gov>
Cc: McCloud, Brenda <Brenda.McCloud@fultoncountyga.gov>
Subject: RE: American Facility Services, Inc.
Hi Queena,

From my understanding, APS paid American Facility Services for Covid Cleaning and we reimbursed APS. I have copied Nadine Williams who may be able to provide more insight.

From: Jenkins, Queena
Sent: Monday, June 21, 2021 4:09 PM
To: Jenkins, Breauna <Breauna.Jenkins@fultoncountyga.gov>
Cc: McCloud, Brenda <Brenda.McCloud@fultoncountyga.gov>
Subject: American Facility Services, Inc.

Good afternoon Breauna,

I hope you are well. I have a quick question regarding American Facility Services. You provided me with about 7 invoices from them, but the invoices were billed to Atlanta Public Schools. Can you provide documentation that references our arrangement with APS in regards to services that American Facility Services provided?

Thank you!

Queena Jenkins, CPA, CFE
Deputy County Auditor
Office of the County Auditor
141 Pryor Street | 8th Floor | Atlanta, GA 30303
404-612-1020 (office)
678-522-8720 (cell)

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