

AGENDA ITEM FOR ADMINISTRATIVE MEETING

() Discussion only
(X) Action

FROM (DEPT/ DIVISION): Stephen Craigen, Elections/Records

cc

PROGRAM: Elections

SUBJECT: Elections Payable

<p>Attached is a payable for ballots for the upcoming election. The invoice is \$21,313.05, which is over \$5,000 and requires Commissioner approval. This is a yearly routine expense for conducting an election, and has been budgeted.</p>	<p>() <u>ACTION REQUESTED:</u> Approve payable to Ryder Elections Services in the amount of \$21,313.05</p>
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ATTACHMENTS: Payable

Date: (4-17-2024) Submitted By: (Stephen Craigen)

*****For Internal Use Only*****

Checkoffs:

- () Dept. Head (copy)
- () Fiscal
- () Legal (copy)
- () (Other - List)

To be notified of Meeting: Dan Lonai

Needed at Meeting:

Scheduled for meeting on: April 24, 2024

Action taken:

Follow-up:

UMATILLA COUNTY PAYMENT REQUEST

PEID - AC	2881-01	Call Finance for PEID #
NAME	RYDER ELECTIONS SERVICES LLC	
ADDRESS	370 SW COLUMBIA ST	
ADDRESS	BEND, OR 97702	

AUTHORIZATION-APPROVAL

DEPARTMENT	CFO	DATE PAID
BOARD		
SUBMITTED	DATE - ATTACH APPROVAL	CHECK NUMBER
	4/15/2024	RETURN - HOLD

AMOUNT	ACCOUNT #	DESCRIPTION	INVOICE NUMBER	INVOICE TOTAL	INVOICE DATE	FINANCE CODES
\$21,313.05	353000-520013	May 2024 Printing cost	29729	\$21,313.05	04/13/2024	

\$21,313.05 PAGE TOTAL Office Use: Pretravel Auth rec: _____ Contract Reviewed: _____ Routine: _____

\$21,313.05 GRAND TOTAL Office Use: Tax ID Reviewed: _____ Quotes: _____ Bids: _____



Ryder Election Services, LLC
 370 SW Columbia St.
 Bend, OR 97702
 541-382-5934

Invoice

Date	Invoice #
4/13/2024	29729

Bill To
Umatilla County Clerk Elections Department 216 SE 4th Street Pendleton, OR 97801

P.O. No.	Terms	Project
	Net 15	

Quantity	Description	Rate	Amount
4,544	Ballot printing for May 21, 2024 Primary Election	0.37	1,681.28
49.872	Ballots shipped to office - 8.5 x 14	0.39	19,450.08
	Enhanced ballots for mailing		
	Shipping	181.69	181.69
Total			\$21,313.05