

**COURT ORDER
2017-0465**



Dallas County Elections and Clerk Implementation of Online Election Campaign Finance

On a motion made by Commissioner Mike Cantrell, District 2, and seconded by Commissioner Dr. Theresa M. Daniel, District 1, the following order was passed and adopted by the Commissioners Court of Dallas County, State of Texas:

BRIEFING DATE: 4/4/2017
FUNDING SOURCE: Department 1210

Be it resolved and ordered that the Dallas County Commissioners Court does hereby approve the purchase, installation of, and funding for the Election Campaign Finance Management (ECF) module as briefed, approve the recommended hardware purchases or modifications associated with the installation as briefed, and authorize the County Judge to sign the Software License Terms and Condition Agreement on behalf of Dallas County.

- | | | |
|--|------|-------------|
| 1. EasyCampaignFinance Module | 1.00 | \$13,000.00 |
| Price includes all candidate filings and unlimited users. Pricing is subscription-based and is billed annually | | |
| 2. Training/Implementation | 1.00 | \$1,000.00 |
| One-time fee | | |

Sub-Total: \$14,000.00
TOTAL INITIAL COST: \$14,000.00

Funding Sources: Department 1210 – 100%

Recommended by: Robert Heard
Originating Department: Elections

Done in open court April 4, 2017, by the following vote:

IN FAVOR: Honorable Clay Lewis Jenkins, County Judge
 Commissioner Dr. Theresa M. Daniel, District 1
 Commissioner Mike Cantrell, District 2
 Commissioner Dr. Elba Garcia, District 4

OPPOSED: None

ABSTAINED: None

ABSENT: Commissioner John Wiley Price, District 3

Recommended by: Robert Heard
Originating Department: Elections

COMMISSIONERS COURT BRIEFING



DATE: 4/4/2017

SUBMITTING DEPARTMENT: Elections

THROUGH:

SUBJECT: Dallas County Elections and Clerk Implementation of Online Election Campaign Finance

BACKGROUND:

The Texas Ethics Commission (the "TEC") oversees the campaign finance reporting process in the State of Texas. The TEC specifically provides guidance for electronic (online) campaign finance filing. Texas Election Code Chapter 254, Sections 254.036(a) and (f), along with Ethics Advisory Opinion (EAO) 459 allows and encourages local candidates to file campaign finance reports electronically. TEC allows for use of online solutions that ensure that candidates can quickly and efficiently submit their filings securely online, via a standard web browser. These online filing solutions allow for the submission and update of all required forms through an easy-to-use interface and secure filer profile, and for tracking contribution and expenditure information.

The Dallas County Elections Department ("DCED"), and the Dallas County Clerk's Office ("County Clerk") have developed a method to improve the processing, recording and public review of candidate campaign finance documentation. Increasingly, the responsibility to provide campaign disclosures, and participate in campaign finance transaction management is being placed on DCED and the County Clerk. The two departments plan, and request permission to use an online campaign finance management product, EasyCampaignFinance ("ECF") by EasyVote Solutions. The Texas Ethics Commission has approved ECF for use in Texas. They have also approved Dallas County's use of ECF for online campaign finance filing.

By using ECF, candidates will enjoy a more efficient and convenient filing process. Flexibility: Candidates can conveniently online; and, still have the option of submitting their forms personally, by mail and/or by fax machine. Filing deadlines can be more easily met, and late filings reduced. Candidate filing information is more accessible to them, making it easier to create, correct, update and file campaign documents.

The EasyCampaignFinance system uses the Microsoft Azure platform which always includes the following security features:

- Identity and access management - Azure Active Directory helps ensure that only authorized users can access your environments, data, and applications, and provides multi-factor authentication for highly secure sign-in.
- Encryption - Azure uses industry-standard protocols to encrypt data as it travels between devices and Microsoft datacenters, and crosses within datacenters.

RECOMMENDED BY:	Elections	PREPARED BY:	Robert Heard
		APPROVED BY DEPT HEAD:	Robert Heard

- Secure networks - Azure infrastructure relies on security practices and technologies to connect virtual machines to each other and to on-premises datacenters, while blocking unauthorized traffic. Azure Virtual Networks extend clients' on-premises network to the cloud via a site-to-site virtual private network (VPN).
- Threat management - Microsoft Antimalware protects Azure services and virtual machines. Microsoft also uses intrusion detection, denial-of-service (DDoS) attack prevention, penetration testing, data analytics, and machine learning to constantly strengthen its defense and reduce risks.
- Compliance – Azure complies with both international and industry-specific compliance standards and participate in rigorous third-party audits, which verify our security controls. Each of the forms on the proposed website will duplicate the State of Texas forms, and will be fillable PDFs. Elected official/candidate/public access will be directly through the Dallas County website. Prior to an elected official/candidate being granted access to use the application, they will be required to request access from Dallas County, by paper document with a "wet" signature (Please see attached form). Dallas County will allow members of the public to request a hard copy of any filing that is maintained by the system. The ECF solution should also allow for more efficient communications and coordinated processing between the two county departments, as well as the public users of this resource. With ECF, DCED and the County Clerk can simultaneously receive, review, process, and publish filer reports with the user-friendly workflow based administrative portal. Either department can then easily communicate with candidates by setting up automatic emails, mail merge, or push notifications to all or any subset of the candidate population. Department managers and administrators can utilize the custom dashboards to track any data set including number of reports received and late/non-filers. These features will help Dallas County provide improved efficiency and better service to the users of this county function.

DCED and the County Clerk have specifically chosen ECF for several reasons. It is developed and maintained by EasyVote Solutions, a software solutions company with a long and positive track record for providing well-suited solutions to public administrators all over the United States. ECF has already been reviewed and approved for use in Texas by the TEC. ECF is currently deployed and used successfully in Texas, and is specifically contracted for in Tarrant County. Dallas County can take advantage of EasyVote established contractual relationship and quickly implement the ECF module. ECF is provide as a year-to-year subscription. EasyVote's pricing model does not call for long term contracts and eliminates the need for a significant upfront investment.

The Following attachments are included with this briefing:

- Attachment 1 - ECF Candidate Filing Instructions
- Attachment 2 - EasyCampaignFinance Administration Initial Set-Up
- Attachment 3 - EasyVote System Recovery (003)
- Attachment 4 – Campaign Finance Security Form for Dallas County
- Attachment 5 - Software License Terms and Conditions
- Attachment 6 - Letter of Acceptance from Texas Ethics Commission re Easy Campaign Finance
- Attachment 7 – EasyVote's ECF Pricing Schedule for Dallas County
- Attachment 8 - Dallas County Implementation Plan_010517
- Attachment 9 - ECF Product Sheet with Features and Benefits

OPERATIONAL IMPACT:

EasyCampaignFinance will help streamline the process and help improve efficiencies for Dallas County and for filers. It provides tools and options needed now that will significantly improve DCED’s ability to plan and administer election through:

- Provides DCED, the County Clerk, Candidates and public users with secure, mobile-friendly solutions that significantly improve all aspects of election campaign finance management.
- Convenience: E-Filers can avoid the rush to file their documents in person. ECF provides multiple options for filing, including in-person. Documents filed in person, by fax, mail, etc. may not be searchable on line.
- Candidates can more easily meet filing deadlines, and maintain their filing information.
- Allows the County departments that provide election-related services the ability to access and review and manage all campaign finance documents and information.
- System provides for and simplifies multiple assignments for individual workers; as well as the capability to manage any number of candidates along with the various documents they are required to file related to campaign finance.
- Will improve organization and control of election campaign finance functions and processes.
- Should improve office efficiency while reducing paper loads and manual processes.
- During the initial implementation, the Dallas County IT Department will be needed to closely assist DCED and the County Clerk in determining the proper protocol to import and export data to and from the ECF module, to Dallas County’s server system.
- Improved communication between DCED and the County Clerk.

FINANCIAL IMPACT:

The term of this agreement will be for one (1) year, and will continue thereafter, on a year-to-year basis. Annual renewal is priced and invoiced annually on the anniversary date of the implementation. Pricing for EasyVote’s ECF Module is as follows:

1. EasyCampaignFinance Module	1.00	\$13,000.00
Price includes all candidate filings and unlimited users. Pricing is subscription-based and is billed annually		
2. Training/Implementation	1.00	\$1,000.00
One-time fee		
Sub-Total:		\$14,000.00
TOTAL INITIAL COST:		\$14,000.00

LEGAL IMPACT:

Dallas County would have to enter a licensing agreement with EasyVote for ECF. The Court would have to approve the installation of ECF, and allow the County Judge to sign the attached Software License Terms and Conditions document.

PROJECT SCHEDULE:

Installation, full implementation and training of/for ECF would take place immediately upon approval.

M/WBE PARTICIPATION:

N/A

ADMINISTRATIVE PLAN COMPLIANCE:

Dallas County’s Administrative Plan recommends that the County become a model governmental entity. This proposed enhancement project is consistent with this recommendation as it will result in increased efficiency and effectiveness within campaign finance administrative functions. Therefore, this project is also consistent with the Administrative Plan’s recommendation that County services be delivered as efficiently and effectively as possible in light of changes in technology.

RECOMMENDATION:

Approve the purchase, installation of, and funding for the Election Campaign Finance Management (ECF) module as briefed, approve the recommended hardware purchases or modifications associated with the installation as briefed, and approve to allow the County Judge to sign the Software License Terms and Condition Agreement on behalf of Dallas County.

1. EasyCampaignFinace Module	1.00	\$13,000.00
Price includes all candidate filings and unlimited users. Pricing is sub- scription-based and is billed annually		
2. Training/Implementation	1.00	\$1,000.00
One-time fee		
	Sub-Total:	\$14,000.00

TOTAL INITIAL COST: \$14,000.00

And approve to allow the County Judge to sign the Software License Terms and Condition Agreement on behalf of Dallas County.

Funding Sources: Department 1210 – 100%

ATTACHMENT 5

TERMS AND CONDITIONS OF SOFTWARE LICENSE

These Terms and Conditions of Software License form a legally binding contract and agreement (the “Agreement”) between **EasyVote Solutions, LLC (“EasyVote”)** and **Dallas County, Texas**(the “Licensee”) that places an order for, the Licensed Software, as more particularly described below.

Background

By signing this Agreement, Licensee’s intends to accept and agree to this Agreement in order to obtain certain license rights to use the Licensed Software (defined below) and places an Dallas County Purchase Order for the Licensed Software which is attached as **Exhibit A** and incorporated herein for all purposes. EasyVote and Licensee are hereinafter referred to as a “Party” or collectively as the “Parties”. The Dallas County Purchase Order applicable to Licensee’s use of the Licensed Software is referred to as the “Order”. To the extent of a conflict between the terms of this Agreement and the Order in **Exhibit A**, the terms of the Order shall control.

NOW, THEREFORE, in consideration of the Parties’ mutual rights and responsibilities, the receipt and sufficiency of which is hereby acknowledged, the Parties hereto agree as follows:

1. LICENSED SOFTWARE

1.1. EasyVote hereby grants to Licensee, subject to the terms of this Agreement and the payment of any fees required by this Agreement or the Order, a non-exclusive, right and license to access, execute, install, load, host, store, and use the Licensed Software in accordance with the user manuals, training materials, and other documentation or materials provided by EasyVote for use with the Licensed Software (collectively, the “Documentation”) for the purpose of managing voting procedures and operations for the jurisdiction or jurisdictions indicated in the Order (as applicable, the “Jurisdiction”).

1.2. Licensee may not (a) sell, rent, or sub-license the Licensed Software, (b) use the Licensed Software in the operation of a service bureau or time-sharing arrangement, or otherwise redistribute the Licensed Software to any other person or entity, (c) remove or alter any copyright or trademark notices on the Licensed Software or the Documentation, (d) use, maintain, store, copy or access the Licensed Software for the benefit of any jurisdiction or voting precinct other than the Jurisdiction, or (e) reverse engineer, decompile, or disassemble the executable form of the Licensed Software.

1.3. All right, title, and interest in and to the EasyVote Materials (hereinafter defined) is and shall be solely owned by EasyVote. Licensee shall take any actions reasonably requested by EasyVote to perfect and protect EasyVote’s right, title, and interest acknowledged and agreed to in this Section. For purposes of this Agreement, “EasyVote Materials” consists of (i) the Licensed Software, the source materials for the Licensed Software and all algorithms, architecture, documentation, know-how, methods, procedures, processes, trade secrets, workflow, and other intellectual property acquired, created, or otherwise owned by EasyVote;

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(ii) the Documentation and all other intellectual property of EasyVote throughout the world; (iii) any derivative works, improvements, enhancements, or extensions of any of the foregoing.

1.4. EasyVote will provide online, email or telephonic support for the Licensed Software as set forth in EasyVote's Documentation from time to time. Unless otherwise specified in an Order, such support is at no additional charge and EasyVote makes no warranties or promises regarding such support.

2. COMPENSATION

2.1. *COMPENSATION.* Licensee will pay EasyVote as provided in the Order.

2.2. *LATE PAYMENTS.* Amounts due under the Order are due within thirty (30) days of the date of invoice. Easy Vote agrees that a temporary delay in making payments due to the Licensee's accounting and disbursement procedures shall not place the Licensee in default of this Agreement and shall not render the Licensee liable for interest or penalties, provided such delay shall not exceed thirty (30) calendar days after its due date. Any payment not made within thirty (30) calendar days of its due date shall bear interest in accordance with Chapter 2251 of the Texas Government Code.

3. TERM AND TERMINATION

3.1. *TERM.* This Agreement is effective as of the date (the "Effective Date") on which this Agreement is last executed by EasyVote and Licensee and shall continue for a period of 1 year from the Effective Date (the "Term").*TERMINATION.* Neither party may terminate this Agreement except in one of the following ways:

i. *Termination at will.* Either Party may terminate this Agreement without cause by providing the other Party with written notice thereof at least thirty (30) days before the effective date of such termination.

3.2. *EFFECT OF TERMINATION.* Upon termination of this Agreement for any cause or reason whatsoever, neither Party shall have any further rights or obligations under this Agreement, except as expressly set forth herein. The provisions of Sections 1.2, 1.3 and 2 through 7 of this Agreement shall survive the expiration or termination of this Agreement for any cause or reason whatsoever, and, notwithstanding the expiration or termination of this Agreement, the Parties shall each remain liable to the other for any indebtedness or other liability arising under this Agreement.

4. CONFIDENTIALITY AND NON-DISCLOSURE

4.1. Each Party (as applicable, the "Recipient") agrees to keep confidential, not disclose to any third party, and not use for any purpose not permitted by this Agreement, any Confidential Information it receives from the other Party (as applicable, the "Discloser"). "Confidential Information" means, with respect to the Discloser, any information relating to (a) the business, operations, products, systems, or services of the Discloser that are not publicly known, (b) any trade secrets of the Discloser (as that term is defined by applicable law), and (c)

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any other information or data that is either (i) reduced to writing and marked with the legend “confidential” or “proprietary” or with words of like import or (ii) if communicated orally, is identified by the speaker as being “confidential” or “proprietary” or with words of like import (provided, however, that in the case of any such oral disclosure the Discloser shall, within thirty days after such disclosure, provide written confirmation to the Recipient of the confidential nature thereof).

4.2. A Recipient shall not be obligated to keep confidential or refrain from using information that (i) is or becomes publicly available by other than a breach of this Agreement; (ii) is known to or in the possession of the Recipient at the time of disclosure; (iii) thereafter becomes known to or comes into possession of the Recipient from a third party that the Recipient reasonably believes is not under any obligation of confidentiality to the Discloser and is lawfully in the possession of such information; (iv) is developed by the Recipient independently of any disclosures previously made by the Discloser to the Recipient; or (v) is disclosed by the Recipient in connection with any claim or counterclaim asserted against Recipient in an arbitration or legal proceeding (provided, however, that in any such case the Recipient shall give the Discloser prior notice of its intended use of such Confidential Information and will cooperate with Discloser’s efforts to obtain a protective order or other similar assurance of confidential treatment from the court or arbitrator). It shall not be a violation of this Section for Recipient to disclose Confidential Information to the extent it is required to be disclosed by any law, subpoena or order of a court of competent jurisdiction, administrative agency or governmental body, or other legal process, or by law, rule or regulation, or by applicable regulatory or professional standards. Prior to such compulsory disclosure, however, the Recipient must give reasonable advance notice to the Disclosing Party of such order and an opportunity to object.

4.3. Each party shall carry out its respective obligations using the same degree of care that it uses in protecting its own Confidential Information, but at least a reasonable degree of care. Provided that the Recipient has met the foregoing standard of care, the Recipient shall not be liable or responsible for any inadvertent or accidental disclosure of Confidential Information.

4.4. Each party agrees that it will not provide any subcontractor or other third party with access to the Confidential Information of the other, unless the subcontractor or third party has agreed to be bound by similar confidentiality and nondisclosure obligations in favor of the Disclosing Party.

4.5. Upon the expiration or termination of this Agreement, the Recipient shall return to the Disclosing Party or certify in writing that it has destroyed or deleted all Confidential Information.

4.6. Notwithstanding the foregoing, the Parties acknowledge and agree that Licensee is subject, as a matter of law, to Texas Government Code, Chapter 552, also known as the “Texas Open Records Act” or the “Texas Public Information Act” (“Public Information Act”). Notwithstanding any other provision, including exemptions or exceptions to the Public Information Act, the Parties agree that in the event that any provision of this Agreement, or other documents related to this Agreement, including, but not limited to, any exhibit, attachment,

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amendment, addendum, or other incorporated document, is in conflict with the Public Information Act, such provision shall be of no force or effect. Furthermore, it is expressly acknowledged and agreed that the County, County Commissioners Court, County Judge, Elected County Officials, County Department Heads and County Employees (hereinafter "County Requestors") may request advice, decisions and opinions of the Attorney General of the State of Texas in regard to the application of the Public Information Act to any software, hardware, firmware, or any part thereof, or other equipment or item, data or information furnished to or in the possession or knowledge of Licensee. It is further acknowledged and agreed that the County Requestors have the right and obligation by law to rely on the advice, decisions and opinions of the Texas Attorney General. EasyVote hereby releases the County Requestors from any and all liability or obligation of any type, kind or nature regarding any disclosure of any software, hardware, firmware, or any part thereof, or other equipment or item, data or information furnished by EasyVote or in the possession or knowledge of the Licensee that is determined by Licensee or in reliance on any advice, decision or opinion of the Texas Attorney General to be available to the public or any persons.

5. INSURANCE; LIABILITY

5.1. *INSURANCE.* Each party will purchase and maintain during the Term of this Agreement property and casualty insurance that is reasonable and commercially reasonable in light of such party's business, assets, operations and reasonably anticipated risks.

5.2. *LIMITATION OF LIABILITY.* **Notwithstanding any other provision of this Agreement or the foreseeability of any damages or losses, neither Party shall be liable for any indirect, incidental, special, punitive, or consequential damages, or any loss of profits, revenue, data, or data use in connection with this Agreement or any action or inaction relating hereto.**

5.3. *LIABILITY CAP.* **Notwithstanding any other provision of this Agreement, in no event will EasyVote be liable to Licensee, whether for money damages, any claim for indemnification, or any action sounding in breach of contract, breach of warranty, tort or any other cause of action, in connection with the Licensed Software or otherwise relating in any manner to this Agreement, the transactions or activities contemplated by this Agreement, or any other matter or circumstance relating to the subject matter of this Agreement, for an amount in excess of the fees actually paid by Licensee to EasyVote pursuant to this Agreement during the twelve (12) month period immediately preceding the date on which EasyVote's liability is alleged to have arisen.**

5.4 **EasyVote shall indemnify, defend and hold Licensee harmless against any action or claim brought against Licensee to the extent that it is based upon a claim that the Software/program/interface/deliverable infringes or misappropriates any U.S. copyright, patent or any trade secret, or violates any other contract, license, grant, or other proprietary right of any third party ("Claim"). EasyVote will**

pay any damages attributable to such Claim that are awarded against Licensee in a judgment or settlement approved in advance by EasyVote, provided that County: (i) promptly notifies EasyVote in writing of the Claim; (ii) grants EasyVote sole control of the defense and settlement of the claim; and (iii) without waiving any rights under sovereign immunity, provides EasyVote with all reasonable and appropriate assistance, information, and authority required for the defense and settlement of the Claim. If Licensee's use of any of the Software/program/interface/ deliverable hereunder becomes subject to a Claim, or in EasyVote's opinion is likely to become subject to a Claim, EasyVote may, without additional cost to Licensee and at EasyVote's sole option and expense: (i) promptly replace the Software/program/interface/ deliverable or the other deliverable with a compatible, functionally equivalent, non-infringing system or deliverable; or (ii) promptly modify the Software/program/interface/deliverable or the other deliverable to make it non-infringing; or (iii) promptly procure the right of the Licensee to use the Software/program/interface/deliverable or the other deliverable as intended. The provisions of this subsection set forth EasyVote's sole and exclusive obligations, and Licensee's sole and exclusive remedies, with respect to any claims of infringement or misappropriation of U.S. patent rights, U.S. copyright rights, or trade secret rights. The Parties acknowledge and agree that Licensee's obligation to indemnify Licensee under this subsection does not apply to claims of infringement of foreign intellectual property rights.

6. LIMITED WARRANTY

6.1. *LIMITED WARRANTY.* EasyVote represents and warrants that the Licensed Software will substantially conform to the published specifications for the Licensed Software as provided in the Documentation for ninety (90) days after the Effective Date. Licensee's sole and exclusive remedy, and EasyVote's sole obligation, for breach of the foregoing warranties shall be for EasyVote, at its option, to correct, repair or replace the copy of the Licensed Software.

6.2. *WARRANTY EXCLUSIONS.* The warranties provided in this Section will not apply to (i) Licensed Software that is modified by Licensee or its employees or agents (other than a modification authorized or approved by EasyVote), (ii) Licensed Software that is damaged after acceptance by Licensee by any cause other than a failure that results from a breach of warranty by EasyVote, (iii) Licensed Software that is damaged after acceptance by Licensee, (iv) Licensed Software that is damaged after acceptance by Licensee by abuse, misuse, operation other than in accordance with applicable documentation or through Licensee's failure to perform routine or required maintenance, or (v) any failure of the Licensed Software to be compatible with any other systems or operating environment.

ATTACHMENT 5

6.3. *DISCLAIMER.* EXCEPT AS EXPRESSLY PROVIDED IN THIS SECTION 6, EASYVOTE MAKES NO REPRESENTATIONS OR WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, WITH RESPECT TO THE LICENSED SOFTWARE, INCLUDING, WITHOUT LIMITATION, ANY WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE , AND EASYVOTE HEREBY EXPRESSLY DISCLAIMS THE SAME. WITHOUT LIMITING THE FOREGOING, ANY THIRD-PARTY SOFTWARE PROVIDED TO LICENSEE IS PROVIDED "AS IS" WITHOUT ANY CONDITION OR WARRANTY WHATSOEVER. EASYVOTE DOES NOT WARRANT THAT THE LICENSED SOFTWARE WILL BE ERROR-FREE. EASYVOTE CANNOT GUARANTEE THE INTEGRITY OF DATA, INFORMATION OR CONTENT STORED OR TRANSMITTED VIA THE INTERNET. EASYVOTE WILL NOT BE LIABLE FOR ANY UNAUTHORIZED ACCESS TO, OR ANY CORRUPTION, ERASURE, THEFT, DESTRUCTION, ALTERATION OR INADVERTENT DISCLOSURE OF, DATA, INFORMATION OR CONTENT TRANSMITTED, RECEIVED OR STORED ON ANY LICENSEE SYSTEM.

7. GENERAL

7.1. *AMENDMENT.* The Agreement may only be amended, supplemented, or modified by a written instrument signed by both Parties.

7.2. *ASSIGNMENT.* Neither Licensee nor EasyVote may assign, sublet, or transfer any rights under or interest (including, but without limitation, monies that are due or may become due) under the Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Agreement.

7.3. *CONTROLLING LAW.* This Agreement will be governed and construed in accordance with the laws of the State of Texas applicable to contracts made and to be performed wholly within such State. Any dispute between the Parties that cannot be resolved through mutual agreement may be litigated and exclusive venue shall be the State District Courts or Federal District Courts physically located in Dallas County, Texas. *ENTIRE AGREEMENT.* The Agreement constitutes the entire agreement between Licensee and EasyVote and supersedes all prior or contemporaneous written or oral understandings or agreements pertaining to the subject matter of this Agreement.

7.4. *FORCE MAJEURE.* Neither Party will be deemed to be in breach of this Agreement, or be entitled to damages or credits pursuant to this Agreement, for any failure or delay in performance caused by reasons beyond its control, which may include but are not limited to an act of God, war, civil disturbance, court order, labor dispute, failures or fluctuations in power, heat, internet, light, air conditioning or telecommunications equipment. Both parties will use reasonable efforts to mitigate the effect of a force majeure event. If such event continues for more than 90 days, either Party may cancel unperformed services upon written notice. This Section does not excuse either Party's obligation to take reasonable steps to follow its normal disaster recovery procedures or obligation to pay for services rendered.

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7.5. *INDEPENDENT ENTITIES.* The Parties are independent entities. Neither Party nor any consultant of either Party shall be deemed to be an employee, agent, partner, joint venturer or legal representative of the other for any purpose, and neither shall have any right, power or authority to create any obligation or responsibility on behalf of the other, solely as a result of this Agreement.

7.6. *NOTICES.* Any notice or certification required or permitted to be delivered under this Agreement shall be deemed to have been given when personally delivered, or if mailed, seventy-two (72) hours after deposit of the same in the United States Mail, postage prepaid, certified, or registered, return receipt requested, properly addressed to the contact person shown at the respective addresses set forth below, or at such other addresses as shall be specified by written notice delivered in accordance herewith:

Dallas County

Clay Jenkins
Dallas County Judge
411 Elm Street
2nd Floor
Dallas, Texas 75202

EasyVote Solutions, LLC

Charles Davis
CFO
300 ParkBrooke Pl
Ste 100
Woodstock GA 30189

With copy to:

Russell Roden
Chief, Civil Division
Dallas County District Attorney's Office
411 Elm Street
5th Floor
Dallas, Texas 75202

7.7. *SEVERABILITY.* Any provision or part of the Agreement held to be void or unenforceable under any laws or regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the Parties, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

7.8. *SUCCESSORS AND ASSIGNS.* Licensee and EasyVote together with their respective partners, successors, executors, administrators and legal representatives are hereby bound to the other Party to the Agreement and to the partners, successors, executors, administrators and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of the Agreement.

7.9. *THIRD PARTY OBLIGATION.* Nothing contained herein shall create any obligation or contractual relationship with any third party and there are no third party beneficiaries of this Agreement.

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7.10. *WAIVER*. Non-enforcement of any provision by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of the Agreement.

7.11. *SOVEREIGN IMMUNITY*. This Agreement is expressly made subject to Licensee's sovereign immunity, Title 5 of the Texas Civil Remedies Code and all applicable State and federal law. The Parties expressly agree that no provision of this Agreement is in any way intended to constitute a waiver of any immunities from suit or from liability that the Parties have by operation of law.

[Remainder of Page Intentionally Left Blank]


[Signature Page to Follow]

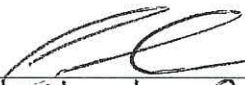
ATTACHMENT 5
Easy  **Vote**

AGREED:

DALLAS COUNTY, TEXAS

EASYVOTE SOLUTIONS LLC:

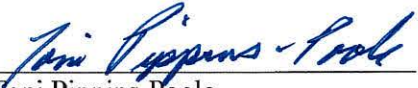
By: ~~X~~ 
Clay Jenkins
Dallas County Judge

By: 
Print: Charles Davis
Title: CFO

Date: April 4, 2017


Date: 3/8/17

Recommended:

By: 
Toni Pippins-Poole
Dallas County Elections Administrator

Approved as to Form*:

FAITH JOHNSON
DISTRICT ATTORNEY

By: 
Randall Miller
Assistant District Attorney
Civil Division

*By law, the District Attorney's Office may only advise or approve contracts or agreements or legal documents on behalf of its clients. It may not advise or approve a contract or agreement or legal document on behalf of other parties. Our review of this document was conducted solely from the legal perspective of our client. Our approval of this document was offered solely for the benefit of our client. Other parties should not rely on this approval, and should seek review and approval by their own respective attorney(s).

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Other parties should not rely on this approval, and should seek review and approval by their own respective attorney(s).



TEXAS ETHICS COMMISSION

P. O. Box 12070, Capitol Station
Austin, Texas 78711-2070

Chase Untermeyer
Chair

Steven D. Wolens
Vice Chair

Natalia Luna Ashley
Executive Director

Commissioners

Hugh C. Akin
Jim Clancy
Chad M. Craycraft
Wilhelmina Delco
Mary K. "Katie" Kennedy
Tom Ramsay

December 12, 2016

Ms. Toni Pippins-Poole
Elections Administrator
Dallas County
2377 N. Stemmons Freeway, Suite 820
Dallas, Texas 75207

Via Email: tpippin@dallascounty.org

RE: Electronic Filing System for Campaign Finance Reports

Dear Ms. Pippins-Poole:

At its December 8, 2016 meeting, the Texas Ethics Commission approved Dallas County's proposed electronic filing of campaign finance reports, which was submitted for the Commission's review, and which is enclosed with this letter. Please let me know if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "Natalia L. Ashley".

Natalia Luna Ashley
Executive Director

Enclosure

Come visit our home page at <https://www.ethics.state.tx.us> on the Internet.
(512) 463-5800 • FAX (512) 463-5777 • TDD 1-800-735-2989

The Texas Ethics Commission does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.

EasyVote - EasyCampaign Finance

EasyCampaignFinance Candidate Instructions

1. Open browser of choice (IE, Firefox, Chrome, Safari, etc.)
2. Enter: easyvote.county.com in address bar
3. Click on Officials/Candidates at top right
4. Click Register (there is a video to the left after you click Register – if you need further assistance)
 - a. Select your County/City from drop down menu
 - b. Enter your email address
 - c. Enter your first name
 - d. Enter your last name
 - e. Cell Phone is optional
 - f. Choose the office you are running for from the drop down menu under Office Occupying/Running for
 - g. Enter code in box
 - h. Click REGISTER
 - i. You will be sent an email thanking you for registering
 - ii. After the Filing Clerk has approved you – you will receive an e-mail with a link to click to complete your registration.
 - iii. After your registration is completed – you will be ready to login and begin submitting your documents.

To Submit Documents

1. Follow Steps 1-3 from above
2. Click on Login
 - a. Enter your email that you registered with
 - b. Enter the **password** (if you forgot your password – click the link “Forgot Password?”)
 - c. Click Login
 - d. Click on File Reports (Instruction Video is a 5 minute video to give you instructions on how to complete the forms.)
 - i. Click Wizard/Upload next to the form that you want to complete
 - ii. Click Start Wizard
 - iii. The forms are broken down in to small snippets (after you complete each page – click NEXT STEP
 - iv. You will always be able to view your document before submitting (in pdf format) – if your document is complete on the review page – click E-Sign/Submit
 - v. Enter the **code on the right (security code)**
 - vi. Check the box next to “By checking this box you are certifying that statements on this form are complete, true and accurate.”
 - vii. Click Submit
 - viii. You will be defaulted back to the front page
 - ix. Click on My Submissions and look under STATUS and you will see that your form has been Submitted
 - x. When the Filing Clerk has accepted your form – the Submitted will be changed to Accepted
 - xi. When the Filing Clerk has faxed your form to Ethics – the Accepted will be changed to Faxed to Ethics

- xii. When you look under STATUS and it says NEW – that means that you have not E-Signed/Submitted your form.

EasyCampaignFinance Administration Initial Set-Up

A. Logging into System

1. Double Click the EasyVote Icon on your desktop
2. Enter your username (you will have to put the cursor in the box)
3. Enter your password
4. Choose Location from drop down menu
5. Click Login

B. Admin Tab (Single Click ONLY)

1. Click County Setup
2. Enter County Name (i.e. Franklin – do not include the word county)
3. Enter Address – City, State and Zip
4. Enter Phone and Fax number
5. Enter Filer ID (this is the Q number issued to you by the Ethics Department)
6. Upload County Logo (must be .png)
 - a. Click Upload under County Logo
 - b. Locate file on your computer
 - c. Click Open
 - d. Click Save Changes
 - e. Click Close This Form

C. Campaign Finance Tab (Single Click ONLY)

1. Dashboard is viewable only – you must click on Officials tab to work documents
2. Officials (once candidate has green check beside name you can begin accepting documents from them and uploading documents to public site)
 - a. To ACCEPT/REJECT document and send to ethics
 1. Highlight candidate/elected official name
 2. Highlight document name on right under Uploads/Filings
 3. Click Edit/View to Change name of Document, Click Save Changes, Click Close This Form
 4. Click Reject/Accept – Click Accept Submission to ACCEPT – Enter Reason if you want to REJECT and then Click Reject
 5. Once submission has been ACCEPTED – highlight document name and click Send to Ethics – If will ask if you are sure – click YES – it will ask if you want to make public – click YES
 - b. To Upload Scanned Document
 1. Find document and drag and drop under Uploads and Filings
 2. Once document has been dropped under the correct tab you can change date, type of document and description – click UPLOAD DOCUMENT

3. You would need to click on Edit/View and under Status click the circle beside ACCEPTED – click Save Changes – click Close This Form
4. You would then follow the steps above to Send to Ethics
3. All activity
 - a. This tab show all activity for all candidates/elected officials)

TABS ACROSS TOP

1. Access Request (this tab is used to approve candidate/elected official access)
 - a. Highlight name
 - b. Click Accept/Active or Deny/Inactive (if you click Deny – give reason)
2. Update Blog (like a personal website for candidates)
 - a. Click New Blog Entry
 - b. Choose Expiration Date
 - c. Enter a Subject
 - d. If applicable, insert URL
 - e. Enter information that you want your candidates/elected officials to know)
 - f. Click Save
 - g. Click Close This Form
3. Send Bulk E-Mail
 - a. Choose the candidates/elected officials you would like to send e-mail
4. Send Bulk SMS
 - a. Choose the candidates/elected officials you would like to send text
5. Email Content
 - a. You can personalize any of the emails that are automated. DO NOT remove the links that we have in the emails that have them to click to reset password or click to complete registration)
 - b. After Thank You, put in your contact information
 - c. You can change all email content before you have to Save Change
 - d. When all emails are complete – click Save Changes
 - e. Click Close This Form
6. Resend Invites (used if candidate/elected official does not complete registration)
 - a. When you click Resend Invites – it will resend the email asking them to complete their registration (at this time it sends to everyone that has not completed their registration – 2015 release you will be able to choose who to send to)
7. Doc Due Dates
 - a. Double Click on the dates that documents are due (at this point everything defaults to CCDR being due – but with new release in 2015 you will be able to select which document will be due)
 - b. You must enter document due dates for each of the four (4) tabs (Less than \$2500, \$2500 or More, \$5000 or More, Non Election Year)
 - c. Click Close This
8. Office List (you must enter each office that is elected in your city/county)
 - a. Click New Office

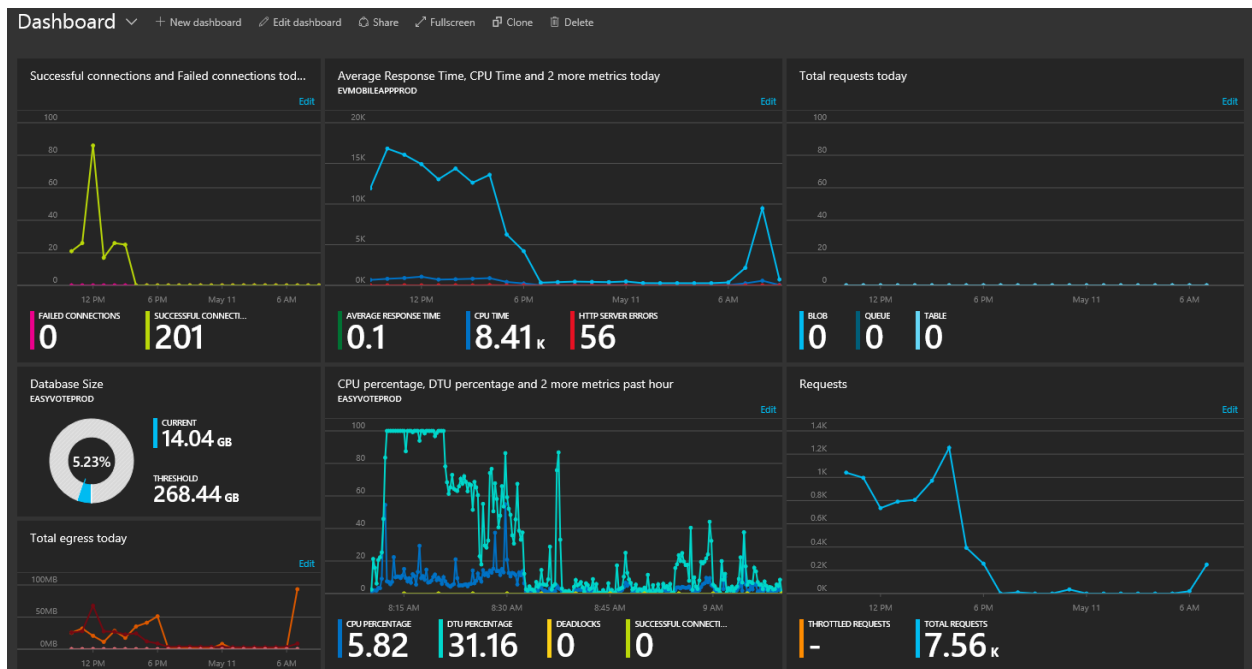
- b. Enter Name of Office
- c. Click Save

EasyVote System Recovery

1 Introduction

EasyVote is based on a SaaS (Software as a Service) model and operates with the assumption that all of our customers have access to an Internet connection. That being said, SaaS must be available 99.6% of the time so that no customers experience outages due to the infrastructure that we supply being inaccessible at any time. Since EasyVote is entirely based on a green field build out on Microsoft Azure, the benefits of Cloud Based computing are inherited from the core of the Azure redundant and scalable architecture.

Azure provides the highest enterprise level performance and recovery tools as well as services that warn of saturation points before they become a problem. Below is one of the Azure dashboards that are used 24/7 to ensure the level of performance required by our customers.



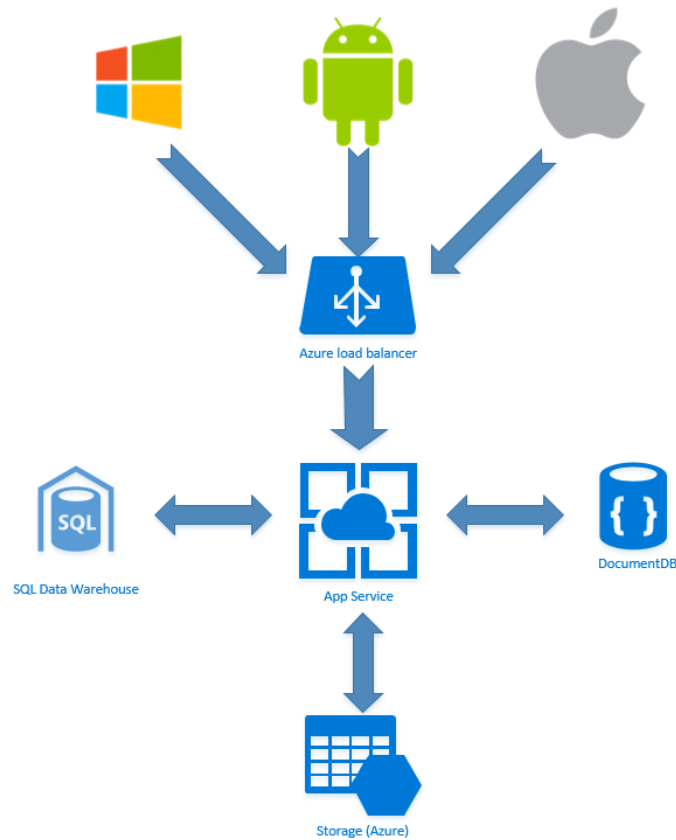
These dashboards allow the creation of **Alerts** that will send SMS and Emails to warn our administrators of any possible performance hampering issues.

1.1 Scale Out, Not Up

Adding more hardware is preferable to upgrading hardware. This is a new standard in the world of Cloud computing. As demand increases the Azure Auto Scale feature will initialize more hardware to handle the load, and as the load requirements diminish, hardware is taken offline.

2 Services and Data

EasyVote is built on your data, our services and the network. Below is a representation of how the data and services are assembled to allow continuous access to all of these services and your data.



Each part and level of EasyVote is built on a geographically redundant service and the SQL server has an added layer of protection called “Active geo-replicated”. This means that each SQL Server service is running on hardware that is physically located at different data centers around the United States.

NOTE: No data or services are allowed outside the U.S. borders.

2.1 SQL Server Details

The backbone of any searchable data storage is of course the database. With today's rise of the **NoSQL** databases, EasyVote has integrated this new technology into the appropriate places and taken full advantage of these new techniques.

EasyVote uses a hybrid approach by utilizing SQL based storage (Azure MSSQL Server) and NoSQL storage (Azure DocumentDB) to ensure the best performance as well as the maximum flexibility to satisfy our customer's feature requests.

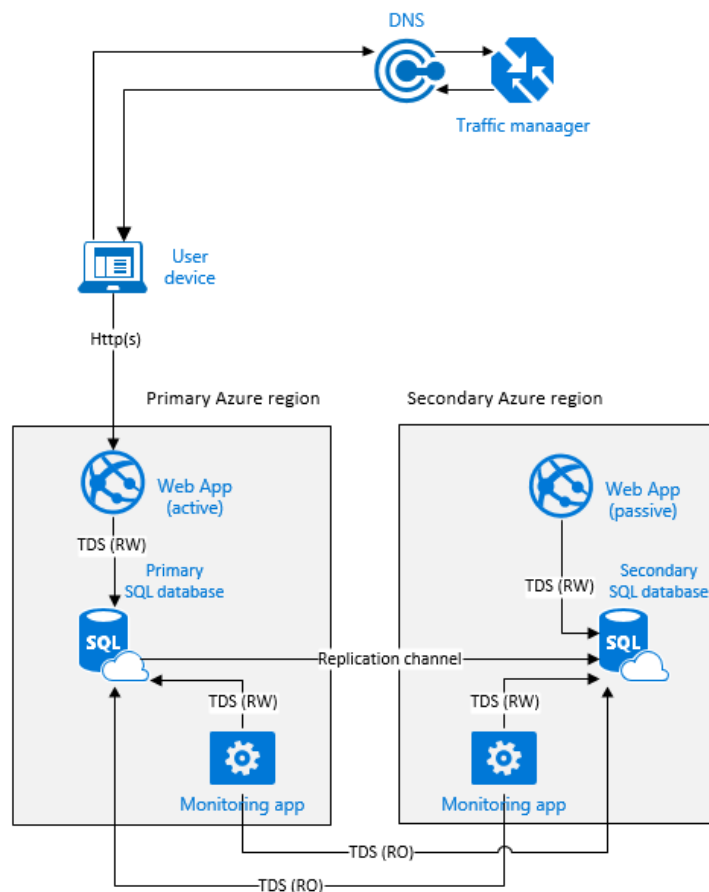
The EasyVote Microsoft SQL Server is replicated in Virginia as well as California. The physical separation of the primary and secondary databases ensures that your data is always available.

Log Shipping ensures that the databases are always in sync with each other so that when an issue arises, the Auto Fail Over will forward all SQL statements and queries to the secondary database. Once the issue is resolved the Fail Over recovery mechanism will resync the primary database and restore all edited data to the newly recovered production database.



Here are some more details about the Active geo-replication aspects of Azure SQL Server:

- Database-level disaster recovery goes quickly when you've replicated transactions to databases on different SQL Database servers in the same or different regions.
- Cross-region redundancy allows applications to recover from permanent loss of a datacenter caused by natural disasters, catastrophic human errors, or malicious acts.
- Online secondary databases are readable, and they can be used as load balancers for read-only workloads such as reporting.
- With automatic asynchronous replication, after an online secondary database has been seeded, updates to the primary database are automatically copied to the secondary database.



2.2 Disaster Recover Drills for SQL Server

Once a month, EasyVote DevOps performs a disaster recover drill. There is about a 25 second delay once the FAILOVER command is executed on the SQL Server and the secondary database takes over. All data is replicated before the test fail over is execute. Below is the TSQL command to execute to perform a test.

```
ALTER DATABASE <MyDB> FAILOVER;
```

In the event that disaster has occurred, the failover can be performed manually or automatically. Sometimes the automatic fail over does not react fast enough so the DevOps team can force the failover immediately by running the command below.

```
ALTER DATABASE <MyDB> FORCE _FAILOVER _ALLOW _DATA _LOSS;
```

2.3 File Storage

Azure File Storage is automatically protected from failure by the Microsoft Data Centers redundant servers and disk drives. This is a guaranteed service that requires no maintenance or testing from the DevOps as it is always available with a 99.90% uptime.

2.4 DocumentDB (NoSQL)

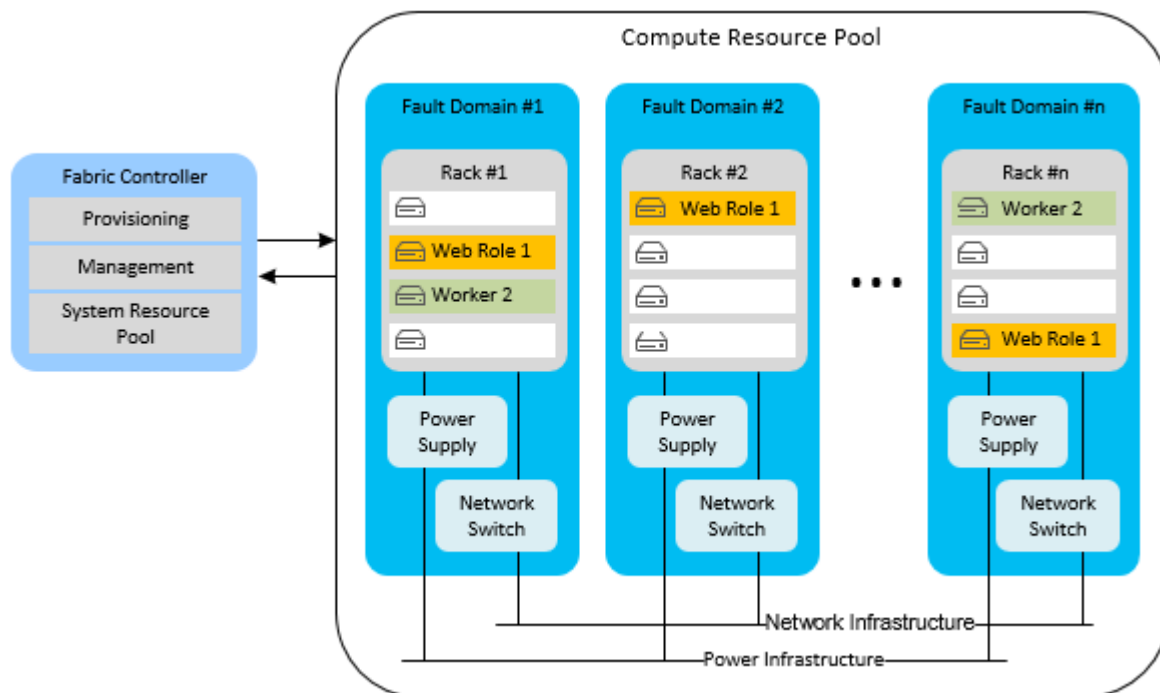
Azure DocumentDB is an enterprise level generic document (JSON/XML) storage and querying service that allows EasyVote to store unstructured data in a safe and efficient architecture.

DocumentDB has a 99.99% uptime and is by far the safest location for your custom fields and Campaign finance documents.

3 Web App Services

The Azure Fabric Controller (FC) is responsible for provisioning and monitoring the condition of the Azure compute instances. The Fabric Controller checks the status of the hardware and software of the host and guest machine instances. When it detects a failure, it enforces SLAs by automatically relocating the VM instances. The concept of fault and upgrade domains further supports the compute SLA.

When multiple role instances are deployed, Azure deploys these instances to different fault domains. A fault domain boundary is basically a different hardware rack in the same datacenter. Fault domains reduce the probability that a localized hardware failure will interrupt the service of an application. You cannot manage the number of fault domains that are allocated to your worker or web roles. The Fabric Controller uses dedicated resources that are separate from Azure hosted applications. It has 100% uptime because it serves as the nucleus of the Azure system. It monitors and manages role instances across fault domains. The following diagram shows Azure shared resources that are deployed and managed by the FC across different fault domains.



4 Summary

By building the EasyVote platform on a proven enterprise level Cloud service, an unprecedented level of reliability and consistency is derived from the massive hardware and software investments of Microsoft.

CAMPAIGN FINANCE SECURITY FORM FOR DALLAS COUNTY ELECTIONS

This form is the undersigned's submission for the purpose of receiving access to file electronic campaign-related reports with Dallas County. This document is not for use by those who are required to file with the Texas Ethics Commission.

CANDIDATE'S NAME

Last	First	Middle	Suffix (if applicable)

Committee Name (if applicable): _____

Mailing Address

Street Number & Name	City	State	Zip
		TEXAS	

Contact Phone #1: _____

Contact Phone #2: _____

Email Address:	
-----------------------	--

Signature and Affirmation Statement:	I swear, or affirm under penalty of perjury, that I am the person required by law under the Texas Ethics Commission jurisdiction to file Campaign Finance reports with Dallas County.
	_____ Signature

Return this form to Dallas County Elections Department at:
 2377 N. Stemmons Freeway, Suite 820, Dallas, Texas 75207
 or fax it to: (214) 819-6301



ESTIMATE

EST-000179

EasyVote Solutions

6400 Head Rd
 Wilmington NC 28409
 U.S.A

Bill To
 Dallas County Elections
 2377 N Stemmons Fwy #820
 Dallas TX 75207

Estimate Date : 03/01/2017

Expiry Date : 05/01/2017

#	Item & Description	Qty	Rate	Discount	Amount
1	EasyCampaignFinance Pricing includes ALL candidate filings and unlimited users. Pricing is subscription based and is billed annually.	1.00	15,000.00	2,000.00	13,000.00
2	Training/Implementation One time fee.	1.00	1,000.00	0.00	1,000.00
				Sub Total	14,000.00
				Total	\$14,000.00

Notes

Priced is invoiced annually on the anniversary date of the implementation.

Terms & Conditions

The customer warrants that he/she is authorized to place order on behalf of the company, accepts the terms of this agreement, authorizes EasyVote Solutions (EVS) to order the equipment or software quoted herein, install the equipment or software at the customer's location, and remit timely payment to EVS. Returns are subjects to a 20% restocking fee. Professional services, once performed, are non-refundable. Customer agrees that invoiced amounts not paid to terms will be subject to late fees of 1 and 1/2 per cent per month. All returns must be received by EVS within 30 days after shipment by EVS. All returns must be authorized by EVS.

EasyCampaignFinance Implementation Plan for Dallas County

EasyVote’s implementation methodology and best practices have been derived by successful installations in over 100 jurisdictions in multiple states over the last 9 years. We find that our most successful implementations start first by sitting down with interested parties to understand their expectations of the software and discover the areas in their jobs where our software tools can offer the most help. From that point we collectively map out the next steps and create a reporting mechanism to keep us all on track. The same philosophy will be used with Dallas County. A constant and collaborative communication between the two parties means that expectations get met and exceeded. The following timeline is what we propose as a milestone and tracking tool for this implementation.

MILESTONE	DESCRIPTION	TIMEFRAME
Project Consultation Meeting (onsite or by web meeting)	<p>PURPOSE</p> <p>To introduce key members from both sides, exchange contact information and set expectations and timelines for a successful implementation.</p> <p>Some or all of the following items will be discussed:</p> <ul style="list-style-type: none"> • Discuss and demonstrate the EasyVote platform for critical users • Set expectations and learn project priorities and their process flow • Discuss any possible customization or data integration (above normal data imports) that might require additional fees • Provide a list of prerequisites that needs to be completed before implementation can start • All project deliverables will be discussed and prioritized for implementation 	Within 7-14 days after receipt of Purchase Order/signed agreement
Project Timeline Spreadsheet	A project spreadsheet will be prepared listing project deliverables, deliverable owner, due dates, any milestones towards completion and any comments that are important for completion.	Within one week after Project Consultation Meeting
Project Implementation Meeting	PURPOSE	7-14 days after Project Consultation Meeting

MILESTONE	DESCRIPTION	TIMEFRAME
	<p>Prepare for a successful onsite implementation.</p> <p>Some or all of the following items could be discussed:</p> <ul style="list-style-type: none"> • Meet with Elections staff, County Clerk staff, and IT staff to discuss steps for successful implementation and project timeline spreadsheet. • Discuss with IT firewall requirements, hardware requirements, and mobile requirements. • General discussion onsite preparation – data readiness, staff readiness, process readiness. • Provide any needed QuickStart guides. • Discuss support and problem escalation. 	
Implementation	To include technical installation and initial set-up of data in EasyVote Platform.	5-15 days after Project Implementation Meeting
Technical Installation	Work with IT to get Windows and mobile apps installed on all necessary computers/mobile devices and test installation.	At Implementation
System Configuration and Set-Up	Work with Elections, County Clerks, and IT staff to set-up users, locations, security rights, officials, and any other area(s) needed for the system.	At Implementation
Training	Training could involve management, staff, temporary workers, and officials. Training will be continuous until both the customer and EasyVote Staff determine that all users are properly trained and will be carried out in person, over the web, and self-paced training courses. Any training or help materials will be provided at this time.	Begins at Implementation
User Acceptance Testing	Set up scenarios where users test the system and training.	After module training is completed

ATTACHMENT 8

MILESTONE	DESCRIPTION	TIMEFRAME
Bi-Weekly Status Calls	Discuss open items, project timeline spreadsheet, milestones, any features needed to be added, on-going training schedule. Discuss how to establish best practices.	Begin two (2) weeks after implementation and continue for an agreed upon timeframe
Project Sign-Off	Review customer satisfaction for all expectations, discuss next year activities/needs, request a completed questionnaire by customer to help EasyVote continually improve.	At completion of project

EasyVote Election Management Platform

EasyCampaignFinance

As public demand for transparency in financing campaigns continues to grow, additional responsibility is placed on local elections offices and state agencies to handle filings and provide required disclosures. EasyCampaignFinance, a module of the EasyVote Election Management Platform, alleviates the burden placed on elections offices while providing the level of transparency that the public demands. Designed specifically for elections offices, EasyCampaignFinance is built upon a combination of cloud-based and mobile applications that automate key campaign finance tasks and reduce the effort to receive, process, audit, and post required disclosures for public inspection.



SECURE CANDIDATE SUBMISSION & AUTOMATED COMMUNICATION

Where allowed by law, EasyCampaignFinance ensures that candidates can quickly and efficiently submit their filings securely online, via a standard web browser.

- Submit and update all required forms through an easy-to-use interface and secure filer profile
- Track contribution and expenditure information
- Receive updates on filings including compliance notifications such as deadlines, contribution limits and other regulatory requirements

ROBUST ADMINISTRATIVE FEATURES

EasyCampaignFinance reduces the time needed to execute various administrative tasks through its powerful, yet easy to use administration console.

- Receive, review/audit, process, and publish filer reports with a user-friendly workflow based administrative portal
- Easily communicate with candidates by setting up automatic emails, mail merge, or push notifications to all or any subset of the candidate population
- Use custom dashboards to track any data set including number of reports received and late/non-filers

DETAILED SEARCH & REPORTING

No longer does your staff have to rifle through paper files or search for data in different computer systems. EasyCampaignFinance's robust search capabilities provides a complete history of all:

- Form submissions and amendments
- Communication between election offices and the candidates (including system access attempts)
- Fines, fees, or notices sent to candidates

RULES & AUDITING TOOLS

EasyCampaignFinance's administrator interface, allows election officials to quickly and easily:

- Review/Audit form submissions
- Accept/Reject submissions based on completeness and compliance
- Notify candidate of the need to amend form submission
- Attach documents and correspondence to candidate profile

PUBLIC DISPLAY

EasyCampaignFinance makes it easy, and reduces staff time for public disclosure of candidate information. Through the included portal, the public can:

- Search filings based on a variety of different data sets and print/download reports
- View search results using graphical representations
- Submit open records requests that can be administered and tracked within the module

DEPLOYED IN THE CLOUD

EasyVote's team of experienced programmers and election administrators have collaborated to provide a campaign finance solution that is powerful, easy to use, yet affordable for even the smallest election office. Deployed on Microsoft's Azure cloud computing platform, EasyCampaignFinance:

- Ensures the highest levels of data security
- Eliminates burden on IT department to host and support the software
- Implementation and training can be completed in just a few days



(NOTE: Include with Letter to SOS)

The _____ County Elections Office is seeking a Campaign Finance System for receiving and processing of disclosure reports that improve efficiency for this office, the elected officials and candidates using the system, and the general public accessing the system's data. The _____ County Elections Office is interested in a campaign finance system that includes the following requirements and/or features:

- **Cloud Based**
Reducing the need for hardware/software support from the County IT department.
- **SaaS pricing model with no long term contracts**
Eliminating the need for a significant upfront investment.
- System specifically designed for Campaign Finance and supported by individuals with a clear understanding of Campaign Finance and Elections law.
- US based support
- **Secure Electronic Submission**
Candidates can quickly and efficiently submit their filings securely online, via a standard web browser. Within the module, each candidate completes, submits and updates all required forms. Submissions are time-stamped and cataloged by the system, ensuring an audit trail.
 - Each electronic submission will contain a sworn statement by the person required to file the report along with their digitized signature per Tex. Elec. 254.036(h) and in compliance with commission specifications.
- **Detailed Search & Reporting**
Election staff can view a complete history of all campaign finance events including form submissions and communication with the office.
- **Public Display**
Having a hosted system outside the county network, Election staff can quickly post submitted reports for public viewing without the need to first submit them to the county IT department for approval. The public interface will provide access to current and archived reports for candidates.
- **Automated Communication & Notifications**
Election staff can easily and quickly communicate with candidates, directly or en masse via the system's online tool. Reporting deadlines and other regulatory initiated notifications are pushed to the appropriate campaign staff. Other custom notifications can be created/set by the election administrator.
- **Import Candidate History**
The system will allow us to import and or save historical information for candidates.
- **Searchable Document Retention System Tied to Statute**
Stores documents for the statutory retention period by candidate file or document type with a

time stamp built in to know when the document can be discarded. System may include a search feature for ease of locating documents.

- **Personalized and Secure Candidate Profile**

Allow each new candidate to access the system, create an account, a profile, and allow them to submit forms or complete process(es) applicable to their situation.

What Makes EasyCampaignFinance Stand Out from the Competition?

- Cloud based software with US support both locally and virtually;
- User friendly system with a dedicated portal for each user (county staff, candidate/ official, and public);
- Software is scalable to fit the evolving needs of the county and/or changes to law or regulation;
- Dedicated team of experts in the areas of campaign finance and elections both at the local and state level.