

PURCHASING DIVISION
CITY OF WORCESTER
MASSACHUSETTS 01608-1895
ROOM 201 - CITY HALL
PHONE (508) 799-1220

SEALED BID INVITATION
(Supplies, Material, Equipment, Services)

SEALED BID NO. CR-8387-M5

DATE: March 11, 2025

CITY OF WORCESTER
Christopher J. Gagliastro, MCPPO
Purchasing Agent

BUYER: Stephen R. McDonald

AN EQUAL OPPORTUNITY AFFIRMATIVE ACTION EMPLOYER

NOTICE TO BIDDERS
TERMS AND CONDITIONS

All bids are subject to the terms and conditions and specificity herein set forth except where specifically deleted by the City of Worcester in Section No. 6 below.

COMPLETE ORIGINAL COPY (including ALL pages) OF THIS BID MUST BE SUBMITTED IN A SEALED ENVELOPE:

DATE: April 2, 2025

TIME: 10:00 A.M. LOCAL TIME

PLACE: Purchasing Division, Room 201, City Hall, Worcester, Massachusetts

MARK SEALED ENVELOPE "**Sealed Bid No. CR-8387-M5, Election Ballots/City Clerk**"

The name and address of the bidder must appear in the upper left-hand corner of the envelope. The City of Worcester is not responsible for bids not properly marked.

GENERAL

1. This Bid Invitation covers: Provide election ballots as per the requirements and specifications of the City of Worcester City Clerk for a period of two years from July 1, 2025 through June 30, 2027. This contract may be renewed for a third year at the sole discretion of the City of Worcester, the option of which will be determined toward the end of the respective contract year (See Page 10).
2. A certified check or bid bond made payable to the "City Treasurer, City of Worcester" in the Amount of \$ n/a must accompany this bid.
3. All bids received will be publicly opened and read in the Bid Room at City Hall at date and time shown above.
NO BID WILL BE ACCEPTED AFTER TIME AND DATE SPECIFIED
4. A performance bond in the amount of \$ n/a of the total dollar award is required.
5. A payment bond in the amount of \$ n/a of the total dollar award is required.
6. All terms and conditions are applicable to this proposal except the following section numbers which are hereby deleted from this invitation: 39-43.
7. **Questions pertaining to this bid must be directed to Stephen R. McDonald via email at MCDONALDS@worcesterma.gov**
8. The following meanings are attached to the defined words when used in this bid form.
 - a. The word "City" means The City of Worcester, Massachusetts.
 - b. The word "Bidder" means the person, firm or corporation submitting a bid on these specifications or any part thereof.
 - c. The word "Contractor" means the person, firm or corporation with whom the contract is made by carrying out the provisions of these specifications and the contract.

- d. The words "Firm Price" shall mean a guarantee against price increases during the life of the contract.
9. Any prospective bidder requesting a change in or interpretation of existing specifications of terms and conditions must do so within five (5) days (Saturdays, Sundays and Holidays excluded) BEFORE scheduled bid opening date. All requests are to be in writing to the Purchasing Division (or e-mailed at: MCDONALDS@worcesterma.gov). No changes will be considered or any interpretation issued unless the request is in our hands within five (5) days (Saturdays, Sundays and Holidays excluded) BEFORE scheduled bid opening date.
 10. The contractor will be required to indemnify and save harmless the City of Worcester, for all damages to life and property that may occur due to his negligence or that of his employees, subcontractors, etc., during this contract.
 11. The Contract Agreement will be in the form customarily employed by the City of Worcester and is on file in the Purchasing Division at City Hall.
 12. Bids which are incomplete, not properly endorsed, or signed, or otherwise contrary to these instructions will be rejected as informal by the Purchasing Agent. **Conditional bids will not be accepted.**
 13. The Bidder must certify that no official or employee of the City of Worcester, Massachusetts is pecuniarily interested in this proposal or in the contract which the bidder offers to execute or in expected profits to arise therefrom, unless there has been compliance with provisions of G.L. C. 43 Sec. 27, and that this bid is made in good faith without fraud or collusion or connection with any other person submitting a proposal.
 14. As the City of Worcester is exempt from the payment of Federal Excise Taxes and Massachusetts Sales Tax, prices quoted herein are not to include these taxes.
 15. All prices are to be firm F.O.B. Destination, City of Worcester, Massachusetts, unless otherwise indicated by the City. **Time reserved for award is ninety days.**
 16. In case of error in the extension prices quoted herein, the unit price will govern.
 17. It is understood and agreed that should any price reductions occur between the opening of this bid and delivery of any order, the benefit of all such reductions will be extended to the City.
 18. The City of Worcester reserves the right to reject any and all bids, wholly or in part, and to make awards in a manner deemed in the best interest of the City.
 19. Awards will be made to the bidder quoting the lowest net price in accordance with the specifications.
 20. The supplier will be bound by all applicable statutory provisions of law of the Federal Government, the Commonwealth of Massachusetts, the City of Worcester, and the Department of Public Safety of the Commonwealth of Massachusetts.
 21. Any bid withdrawn after time and date specified, the bidder shall forfeit deposit on bid as liquidated damages.
 22. The contractor will not be permitted to either assign or underlet the contract, not assign either legally or equitably any monies hereunder, or its claim thereto without the previous written consent of the City Treasurer and of the Purchasing Agent of the City of Worcester.
 23. If this bid shall be accepted by the City, and the bidder shall fail to contract as aforesaid and to give a bond in the amount as specified in Section 4, within ten (10) days, (not including Sunday or a legal Holiday) from the date of the mailing of a notice from the City to him/her, according to the address given herewith, that the contract is ready for signature, the City may by option determine that the bidder has abandoned the contract and thereupon the proposal and acceptance shall be null and void and the bid security accompanying this proposal shall become the property of the City as liquidated damages.
 24. When quoting, the bidder shall submit a signed copy of this bid form, and if bid accepted by the City shall constitute part of the contract of purchase. Do not detach any part of this form 30B (Sealed Bid Goods & Services) when submitting a bid. Bidder must sign and return complete form 30B (Sealed Bid Goods & Services).

25. If in the judgment of the Purchasing Agent any property is needlessly damaged by an act or omission of the contractor or his/her employees, servants or agent, the amount of such damages shall be determined by the Purchasing Agent of the City of Worcester and such amount shall be deducted from any money due the contractor or may be recovered from said contractor in actions at law.
26. It is agreed that deliveries and/or completion are subject to strikes, lockouts, accidents and/or Acts of God.

INSURANCE AND WORKER'S COMPENSATION

27. COMMERCIAL GENERAL LIABILITY INSURANCE: Contractor to supply the City of Worcester with certificates of insurance evidencing general liability coverage of not less than \$ 1,000,000.00 per occurrence / \$ 2,000,000.00 aggregate.
28. AUTOMOBILE LIABILITY INSURANCE: Contractor to supply the City of Worcester with certificates of insurance evidencing automobile liability coverage, bodily injury and property damage combined single limit, of \$ 1,000,000.00 (all owned, hired, and non-owned autos).
29. COMPENSATION INSURANCE: The contractor shall furnish the City of Worcester with certificates showing that all of his/her employees who shall be connected with this work are protected under statutory worker's compensation insurance policies.
30. The Contractor shall carry public liability insurance with an insurance company satisfactory to the City so as to save the City harmless from any and all claims for damages arising out of bodily injury to or death of any person or persons, and for all claims for damages arising out of injury to or destruction of property caused by accident resulting from the use of implements, equipment or labor used in the performance of the contractor or from any neglect, default or omission, or want of proper care, or misconduct on the part of the Contractor or for anyone of his employ during the execution of the contract.
31. Prior to starting on this contract, the Contractor shall deposit with the Contracting Officer certificates from the insurer to the effect that the insurance policies required in the above paragraphs have been issued to the Contractor. The certificates must be on a form satisfactory to the Purchasing Agent.
32. Except as may otherwise be stated herein, the Contractor shall also carry bodily injury and property damage insurance in an amount not less than those set forth above covering the operation of all motor powered vehicles owned or operated by the Contractor and engaged in this contract.

DISCOUNT

33. Prompt pay discounts will be considered when determining the low bid except when prompt pay discounts are for a period of less than 30 days. In this event prompt pay discounts will not be taken into consideration when determining low bid.
34. Time, in connection with discount offered, will be computed from date of completion and/or delivery and acceptance at destination, or from date correct bill or voucher properly certified by the contract is received if the latter date is later than the date of completion and acceptance and/or delivery and acceptance.

GUARANTEE

35. The bidder to who a contract is awarded guarantees to the City of Worcester all equipment, materials and or workmanship for a period of one (1) year after final inspection and acceptance and shall replace promptly any defective equipment, materials and/or workmanship required without additional cost to the City.

DELIVERIES AND COMPLETION

36. It is understood and agreed that in the event of failure on the part of the bidder to indicate date of delivery and/or completion, delivery and/or completion will be made within twelve (12) days from date of notification. Should the successful bidder fail to make delivery or complete contract within time specified, the City reserves the right to make

the purchase on such orders at the open market and charge any excess over contract price to the account of the successful bidder, who shall pay the same.

37. The contractor shall familiarize himself with the location and facilities for storage.
38. The City through its Purchasing Division reserves the right to divert delivery from one location to another, and to allow for any change in operating conditions or for any other cause not now foreseen and to proportion deliveries according to available storage facilities.

SAMPLING AND ANALYSIS

39. Each bidder must state the commercial name of the product quoted, name, and address of operator or agent from whom the product will be purchased and in addition shall furnish an analysis of the product, date of analysis, by whom made and their address.
40. Samples of the product to be delivered may be taken by a representative of the City, either prior to delivery or while it is being delivered in the storage facilities at destination, or will be taken from the storage facilities to which the product has been delivered as determined from time to time by the Purchasing Agent. Bidder agrees to furnish the necessary manual labor, without additional cost required to assemble the physical samples, which is to be performed under the direction of the City representative.
41. The representative of the City taking the samples shall be given the opportunity, while sampling, to affix his or her signature to the delivery slip each item represented in his/her sample.
42. Any product after the sampling and analysis, not found meeting the requirements of the contract shall be sufficient cause for the cancellation of the contract at the option of the Purchasing Agent.
43. If any product is found that does not meet the analysis submitted by the bidder in his/her proposal, the Purchasing Agent may, at his or her option, exercise his/her right to reject the product and require that all or any part thereof shall be removed promptly by and at the expense of the contractor and replace it forthwith with a product satisfactory to the Purchasing Agent, or to retain the product and compensate the contractor in an amount as determined by the Purchasing Agent and the City Manager.
44. It is understood and agreed that it shall be a material breach of any contract resulting from this bid for the Contractor to engage in any practice which shall violate any provisions of Massachusetts General Laws, Chapter 151B, relative to discrimination in hiring, discharge, compensation, or terms, conditions or privileges of employment because of race, color, religious creed, national origin, sex, age or ancestry.
45. The undersigned as bidder, declares that the only parties interested in this proposal as principals are named herein; that this proposal is made without collusion with any other person, firm or corporation, that no officer or agent of the City is directly or indirectly interested in this bid; and he/she proposes and agrees that if this proposal is accepted he/she will contract with the City in accordance with the specifications, also the terms and conditions as spelled out in this bid form.
46. No Person, including but not limited to corporations, partnerships, limited partnerships or limited liability corporations, shall be eligible to receive a contract under this invitation to bid and/or requires for proposal if that person has been convicted of any felony offense involving the distribution of controlled substances as that term is defined under Chapter 94C of the General Laws and, for contracts to be performed for on-site services to the Worcester Public Schools, if that person or any person to be employed by that person in the performance of such on-site services has been convicted of a "sex offense" or a "sex offense involving a child" or a "sexually violent offense" or would meet the definition of "sexually violent predator" as those terms are defined in Section 178C of the General Laws and who must register with the sex offender registry board.
47. The Contractor shall at all times enforce strict discipline and good order among his employees and shall not employ for work or services relating to this contract any unfit person or anyone not skilled in the task assigned to him. In light of the fact that the performance of this contract requires the Contractor and its employees to have significant interaction with the public, the Contractor shall require all employees who may perform services under this contract to conduct themselves in a courteous, professional manner. If the Contractor is notified by the Contract Officer that any person

engaged upon the work is incompetent, unfaithful, disorderly, discourteous, or otherwise unsatisfactory, then such person shall be discharged from providing services or work pursuant to this contract. Without limiting the generality of the foregoing, intimidation, threats and/or violent conduct of any kind or nature directed to members of the public are absolutely prohibited. Failure to comply with this requirement shall be grounds for termination of the contract.

48. The Contractor's performance may be evaluated on an ongoing basis including but not limited to consideration of complaints received from members of the public. In order to facilitate this evaluation, the Contractor shall provide the City with documents and records upon request. The Contractor shall further obtain from its employees authorization that appropriate City personnel may obtain all available criminal offender information ("CORI") from the Criminal History Systems Board. A high number of unresolved complaints, any number of complaints that are particularly severe, or employment of individuals who have been convicted of assault or other violent crimes shall be grounds for the early termination or non-renewal of the contract by the City.
49. The procurement officer shall award the contract to the lowest responsible and responsive bidder. The term "responsible bidder" means "a person who has the capability to perform fully the contract requirements, and the integrity and reliability which assures good faith performance." Consistent with its duty to maintain public order and promote public safety, the City has determined that this contract is of a type and nature so as to be particularly sensitive due, at least in part, to the contractor's inherent access and dealings with the members of the general public. Therefore, the City has concluded that additional scrutiny is justified as it determines whether a particular bidder is responsible, having the integrity and reliability to properly perform the requested services. This may entail consideration of the contractor's system of oversight, training and supervision of its employees, including but not limited to its requirement of a high standard of customer service and courtesy in its dealings with the public. The bidder's care and diligence in hiring and assigning its employees will also be considered. In making its determination, the City reserves the right to examine any and all information at its disposal, including but not limited to prior City contracts, the experiences and information obtained from current and former customers (whether identified by the bidder as references or not), as well as other sources available to the City, including but not limited to court documents, newspapers, financial reports (such as DUNS), and certain police data and reports.
50. The Contractor, acting through its owner(s) or any of its employees, or its agents or sub-contractors and any of their employees, shall not engage in any behavior, whether during the course of its duties under this contract or at any other time, that is illegal, criminal or otherwise shocking or offensive to the general public. The determination whether any particular behavior is illegal, criminal or shocking to the general public shall rest in the sound judgment of the Contracting Officer or the City Manager. In making such determination, the Contracting Officer or the City Manager shall apply the general standards of the community. No criminal conviction or formal charges shall be required to make such determination. Such behavior need be something more than trivial and something which would cause the general public to have concerns either about the safety of individuals coming in contact with the Contractor or about the character and integrity of the individuals with which the City does business. Violation of this provision shall be grounds for immediate and unilateral termination of this contract by the City upon five days' notice as otherwise provided herein.

GIVE FULL NAMES AND RESIDENCES OF ALL PERSONS INTERESTED IN THE FOREGOING PROPOSAL.

(NOTICE: Give first and last name in full; in case of corporations, give corporate name and names of President, Treasurer, and Manager; and in case of firms give names of the individual members)

Name

Address

Zip Code

KINDLY FURNISH THE FOLLOWING INFORMATION REGARDING BIDDER:

(1) If a Proprietorship

Name of Owner _____

Business Address _____

Zip Code _____ Telephone No. _____

Home Address _____

Zip Code _____ Telephone No. _____

(2) If a Partnership

Full names and addresses of all partners

Name

Address

Zip Code

Business Address _____ Zip Code _____

Tel. No. _____

(3) If a Corporation

Full Legal Name _____

State of Incorporation _____ Qualified in Massachusetts ? Yes _____ No _____

Principal Place of Business _____

Street P.O. Box

City/Town State Zip

Telephone No. _____

Place of Business in Massachusetts _____

Street P.O. Box

City/Town State Zip

Telephone No. _____

GIVE THE FOLLOWING INFORMATION REGARDING SURETY COMPANY

Full Legal Name of Surety Company _____

State of Incorporation _____ Admitted in Massachusetts ? Yes _____ No _____

Principal Place of Business _____

Street P.O. Box

City/Town State Zip

Place of Business in Massachusetts _____

Street P.O. Box

City/Town State Zip

Telephone No. _____

NOTE

The Office of the Attorney General, Washington, D.C. requires the following information on all bid proposals amounting to \$1,000.00 or more.

F.I.D. Number of bidder _____

This number is regularly used by companies when filing their "EMPLOYER'S FEDERAL TAX RETURN, U.S." Treasury Department Form 941.

AUTHORIZED SIGNATURE OF BIDDER _____ TITLE _____
PLEASE SIGN

DATE _____ BID SECURITY \$ _____

The name(s) of customer service representative(s) to be responsible for servicing this account in the event of contract award are:

NAME (PLEASE PRINT) _____ TEL. NO. _____

NAME (PLEASE PRINT) _____ FAX. NO. _____

PLEASE INDICATE YOUR E-MAIL ADDRESS **E-MAIL:** _____

UNDER MASSACHUSETTS GENERAL LAWS, CHAPTER 30B: SECTION 10, THE FOLLOWING CERTIFICATION MUST BE PROVIDED:

Section 10. A person submitting a bid or a proposal for the procurement or disposal of supplies, or services to any governmental body shall certify in writing, on the bid or proposal, as follows:

"The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals."

(Please Print) _____

Name of Person Signing Bid

Signature of Person Signing Bid

Company

No award will be made without vendor certification of the above.

Bidders must state and identify the product offered, such as manufacturer's name, trade name, brand name and quality next to each item. WE MUST KNOW WHAT HAS BEEN OFFERED.

The quantities shown herein are estimated only and the Contractor will be required to furnish all quantities ordered by the City during the period of the contract.

YES ☒ NO ☐

Delivery to be made to: City of Worcester

This Bid includes addenda numbered _____

NO PRICE ADJUSTMENTS ALLOWED. PRICES QUOTED ARE FINAL. CHECK BEFORE SIGNING!

BIDDER TO COMPLETE ITEMS BELOW

Item No.	Quantity	DESCRIPTION and/or SPECIFICATIONS	Unit Price per Ballot (\$)	Total Price (\$)*
		Furnish and deliver all elections ballots as per the attached requirements and specifications of the City of Worcester for a 2-year period.		
1	59,900	Election Day Ballots	\$	\$
2	10,400	EV & AV In-Person Ballots	\$	\$
3	4,100	EV & AV Ballots Instructions -In Person	\$	\$
4	12,300	EV & AV Ballot Kits – Envelope, Instructions, Ballots	\$	\$
5	710	Instructions for Marking Ballots	\$	\$
6	355	Specimen Ballots	\$	\$
		Total (Items 1-6)		\$

*Price shall be inclusive of all items/services identified herein, including delivery.

Please direct questions pertaining to this bid to Stephen R. McDonald via e-mail at MCDONALDS@worcesterma.gov

TERMS, PROMPT PAY DISCOUNT _____ % 30 DAYS, NET 45 DAYS.

DELIVERY AND/OR COMPLETION TO BE MADE AS REQUIRED BY THE CITY.

(N.B. PLEASE REFER TO SECTION NO. 34 RELATIVE TO THE DELIVERY).

NAME OF BIDDER _____

DISCLOSURE OF CONTRACT RENEWAL

This contract may be renewed for a third year at the sole discretion of the City of Worcester, the option of which will be determined at the end of the current contract year.

In no event will increase exceed _____ % for the third contract year.

(TO BE COMPLETED BY BIDDER)

Name

Date

Title

IF VENDOR DOES NOT WISH TO BE CONSIDERED FOR A THIRD YEAR OPTION, PLEASE
INDICATE BY CHECKING THIS BOX: ☐

IMPORTANT

It is understood and agreed, that failure by the bidder to complete the above increase statement, it is the bidders intent to accept a second and third year option at zero (0) percent increase.

All other Terms and Conditions to remain the same.

SPECIFICATIONS ~ BALLOTS / CITY CLERK - BID #CR-8387-M5

Print and deliver ballots to the City of Worcester for the DS200® Precinct Scanner & Tabulator for the following Municipal Elections:

- I. September 2025 Preliminary Election*- (if necessary- the city may not have enough candidates to run in the preliminary election- ballots printing quantities may be reduced)**
- II. November 2025 Municipal Election***

- Bidders are to include a list of at least 3 references.
- The proposers must have experience with printing ballots that are compatible with the DS200 Precinct Tabulator and having proven track furnishing Massachusetts election department operations with Early / Absentee Ballot kits.

Municipal Preliminary, September 2nd and November 4th, 2025 – Vendor Specs

There are 16 ballot types, and the ballot amounts for this election are as follows:

- See attached for ballot quantity for Election Day

There are 16 official absentee / early vote by mail ballot types: these ballots must be furnished folded and in packets of 75 ballot per pack.

- See attached for ballot quantity for Early Vote / Absentee in-person ballots

There are 16 official absentee / early vote by mail ballot kit types: these ballots must be furnished in envelope kits.

The vote by mail kits must include the following and the vendor must print envelopes based on the city / state designs / standards.

1. Election office - mailing ballot envelope (**Furnished by the City of Worcester Election Commission**)
2. Voter ballots return envelope (**Furnished by the City of Worcester Election Commission**)
3. Voter's ballot specific to the ballot style (**printed by the vendor based on city specs**)
4. Voter instructions - front and back translated - (**printed by the vendor based on city specs**)
5. Please note, with advance notification, the City Clerk can provide a sample ballot kit for pickup at City Hall to those who request one.
6. See attached for ballot quantity for Early Vote / Absentee in-person ballots.

There are 16 specimen ballot types:

- See attached for specimen ballot quantity (**printed by the vendor based on city specs**)

Massachusetts Bill of Rights & Voter – 1 sided copy - Instructions English & Spanish: (printed by the vendor based on city specs**)**

- See attached for Massachusetts Bill of Rights & Voter Instructions English & Spanish quantity

September 2nd, 2025 Timeline for Ballot Format Approval and Delivery

Proofs and ballot format are approved by the city no later than **July 15, 2025**.

Absentee ballots / vote by mail for the Preliminary Election are required to be delivered to Room 208, Worcester City Hall no later than **July 31, 2025**.

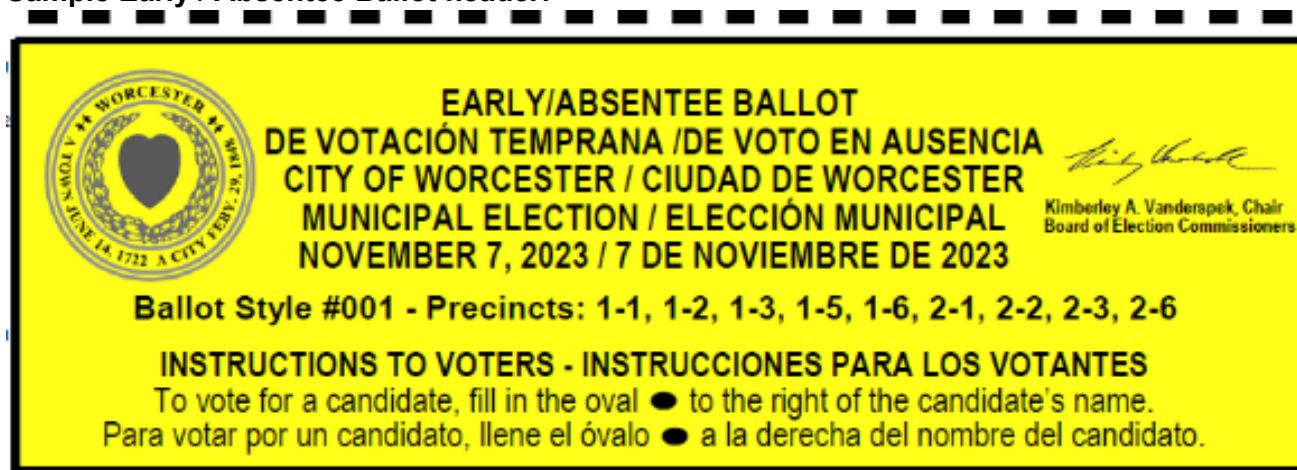
Official and Specimen ballots are required to be delivered to the basement level of Worcester City Hall no later than **August 15, 2025**.

September 2, 2025 Ballot Format Specification and Requirements - (if necessary- the city may not have enough candidates to run in the preliminary election- ballots printing quantities may be reduced).

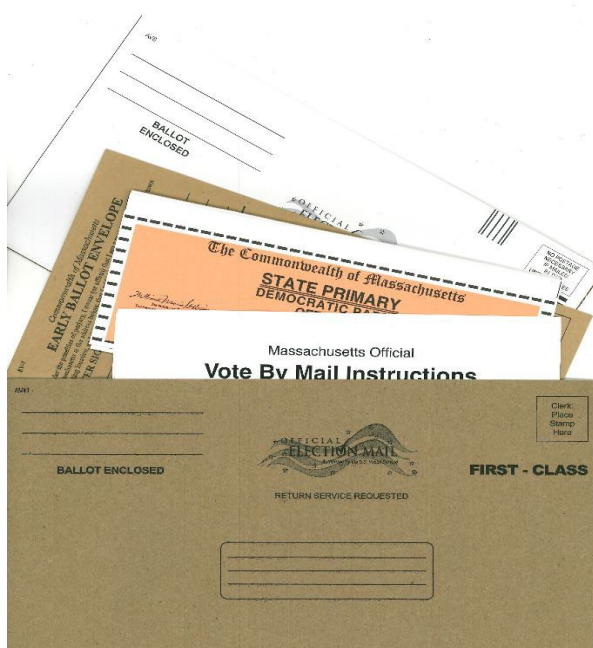
All contests are to be printed on ballots in black ink, one-sided, on white stock and **14 inches** in length. Two graphics will be provided to be printed in the ballot header: the city seal as well as the signature of Chairperson of the Election Commission. The ballots must be printed with appropriate timing marks so that the ballots can be read by the DS200® Precinct Scanner & Tabulator. The ballots election day must be wrapped in stacks of 100. The vendor must work with the Worcester election officials and Election Systems & Software, LLC to properly format the ballots so they can be read by the DS200® Precinct Scanner & Tabulator.

The Absentee Ballots must have a yellow heading to differentiate from the Election Day ballots.

Sample Early / Absentee Ballot header:

A yellow rectangular ballot header with a dashed top edge. On the left is the City of Worcester seal. The text in the center reads: "EARLY/ABSENTEE BALLOT", "DE VOTACIÓN TEMPRANA / DE VOTO EN AUSENCIA", "CITY OF WORCESTER / CIUDAD DE WORCESTER", "MUNICIPAL ELECTION / ELECCIÓN MUNICIPAL", and "NOVEMBER 7, 2023 / 7 DE NOVIEMBRE DE 2023". To the right is a signature and the text "Kimberley A. Vanderspek, Chair Board of Election Commissioners". Below this, it says "Ballot Style #001 - Precincts: 1-1, 1-2, 1-3, 1-5, 1-6, 2-1, 2-2, 2-3, 2-6". At the bottom, it says "INSTRUCTIONS TO VOTERS - INSTRUCCIONES PARA LOS VOTANTES" followed by instructions in English and Spanish to fill in an oval to the right of the candidate's name.

Sample Early / Absentee Ballot kits



1. **AV8:** AV8 is for domestic voters to return their EV/AV ballots by mail. The 2025 AV8 is pre-addressed to the Election offices and does not include postage. **(Furnished by the City of Worcester Election Commission)**
- 2.
3. **AV11:** The AV11 is used by election officials to mail absentee ballots to domestic EV/AV voters. This is the outer-most envelope of kitted ballots which includes the AV8, a ballot and instruction sheet. **(Furnished by the City of Worcester Election Commission)**
4. **Vote by mail ballot instructions English and Spanish.** **(Printed by the Vendor)** - Worcester Election Commission will provide design.
5. **Folded Ballot – Specific to the Kit**
6. **The following steps will be required to be completed by the winning bidder when packing the Early / Absentee Ballot kits:**
 - a. Vendor must pick up AV8 and AV11 envelopes from Worcester City Hall, 455 Main St.
 - b. Vendor must print DS200 compatible ballots and instructions per city specs.
 - c. Vendor must put together ballot kits using city envelopes, their printed ballots and instructions.
 - d. Vendor must return ballot kits back to City Hall. (City Clerk will mail ballot kits to the voters.)
 - e. With regard to the September 2nd - Ballot Format Specification, paper utilized must be compatible with the DS200 Precinct Scanner & Tabulator, as stated in the bid specifications. Paper size would be required to be 8.5"x14."

November 4, 2025, Timeline for Ballot Format Approval and Delivery

A final list of candidates and ballot order for the November 4th Municipal Election will be provided to the vendor by **September 16, 2025**. There will be five races per ballot, Councilor-At-Large, Mayor, District Councilor, School Committee-At-Large and District School Committee.

Proofs and ballot format are approved by the city no later than **September 19, 2025**.

Absentees for the Municipal Election are required to be delivered to Room 208, Worcester City Hall no later than **October 1, 2025**.

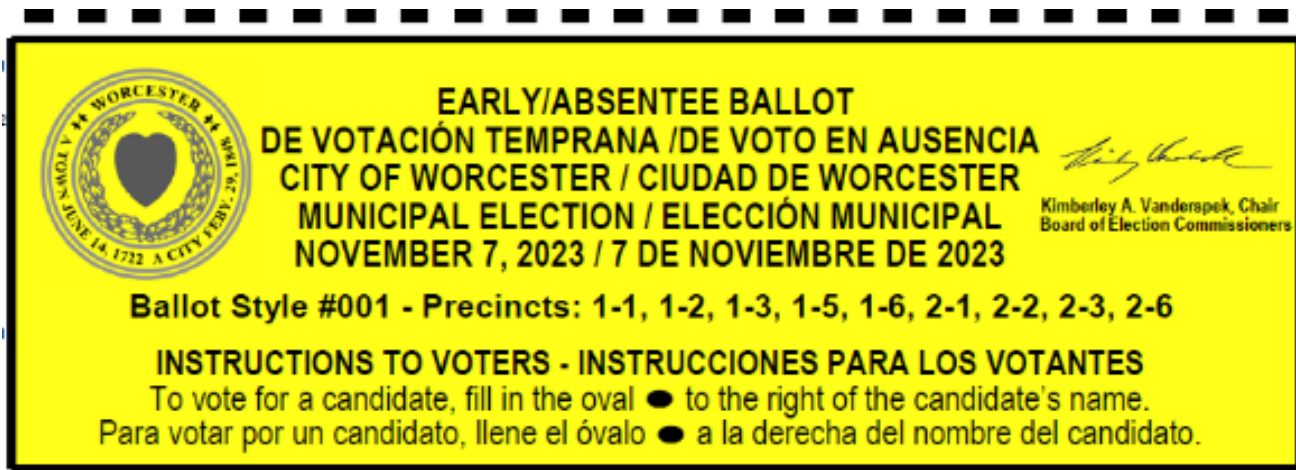
Official and Specimen ballots are required to be delivered to the basement level of Worcester City Hall no later than **October 17, 2025**.

November 4, 2025, Municipal Election Format Specification and Requirements

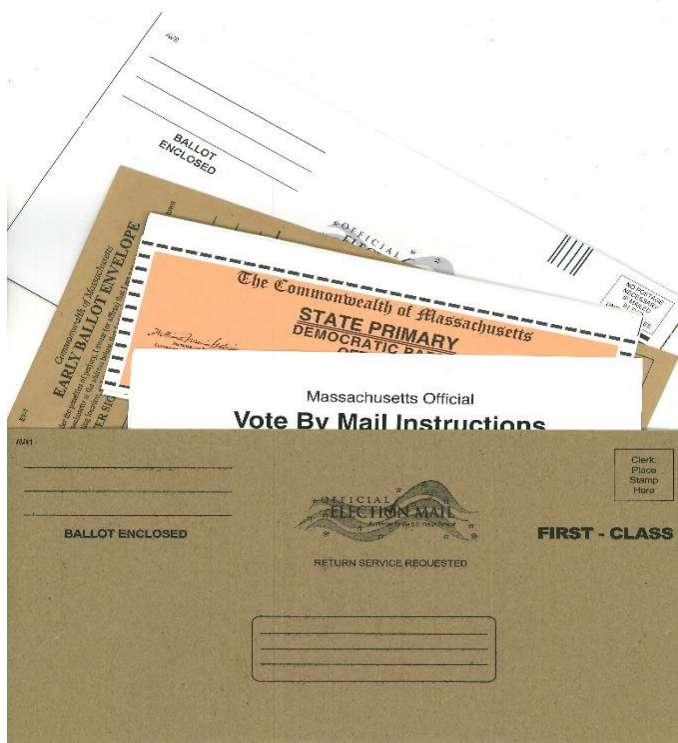
All contests are to be printed on ballots in black ink, one-sided, on white stock and **14 inches** in length. Two graphics will be provided to be printed in the ballot header: the city seal as well as the signature of Chairperson of the Election Commission. The ballots must be printed with appropriate timing marks so that the ballots can be read by the DS200® Precinct Scanner & Tabulator. The ballots election day must be wrapped in stacks of 100. The vendor must work with the Worcester election officials and Election Systems & Software, LLC to properly format the ballots so they can be read by the DS200® Precinct Scanner & Tabulator.

The Absentee Ballots must have a yellow heading to differentiate from the Election Day ballots.

Sample Early / Absentee Ballot header:



Sample Early / Absentee Ballot kits



7. **AV8:** AV8 is for domestic voters to return their EV/AV ballots by mail. The 2025 AV8 is pre-addressed to the Election offices and does not include postage. **(Furnished by the City of Worcester Election Commission)**
- 8.
9. **AV11:** The AV11 is used by election officials to mail absentee ballots to domestic EV/AV voters. This is the outer-most envelope of kitted ballots which includes the AV8, a ballot and instruction sheet. **(Furnished by the City of Worcester Election Commission)**
10. **Vote by mail ballot instructions English and Spanish.** **(Printed by the Vendor)** - Worcester Election Commission will provide design.
11. **Folded Ballot – Specific to the Kit**
12. **The following steps will be required to be completed by the winning bidder when packing the Early / Absentee Ballot kits:**

- a. Vendor must pick up AV8 and AV11 envelopes from Worcester City Hall, 455 Main St.
- b. Vendor must print DS200 compatible ballots and instructions per city specs.
- c. Vendor must put together ballot kits using city envelopes, their printed ballots and instructions.
- d. Vendor must return ballot kits back to City Hall. (City Clerk will mail ballot kits to the voters.)
 - i. Ballot Format Specification, paper utilized must be compatible with the DS200 Precinct Scanner & Tabulator, as stated in the bid specifications. Paper size would be required to be 8.5"x14."

Massachusetts Official Vote By Mail Instructions

This Vote by Mail package has been sent to you at your request. The package includes: a ballot, a yellow ballot envelope, and a white return ballot envelope.

Please read the instructions below before voting and returning your ballot.

STEP 1: VOTE

- **Mark your ballot** according to the instructions on the ballot, preferably with black ink.

Candidates and questions may be listed on both sides of the ballot.

Note: If you need assistance because of disability or inability to read your ballot, you may choose any person to help you.

- **Put your ballot into the yellow ballot envelope** and seal the ballot envelope.

STEP 2: SIGN YOUR BALLOT ENVELOPE

- **Sign the ballot envelope.** Print your name and address below your signature if it is not already included.

Note: If you cannot sign your own name, you may choose someone to sign your name for you. That person will need to sign their own name on the bottom half of the envelope.

- **Place your signed ballot envelope** into the white return envelope and seal the return envelope.

STEP 3: RETURN YOUR BALLOT

- **Return your ballot** by mail or in person.

To **return your ballot by mail.**

You can **return your ballot in person** at **455 Main Street, Room 208** or any secured ballot drop box, located at each Fire Station in Worcester. Visit www.worcesterma.gov to find a list of Worcester's ballot return locations.

Ballots must be received by the **close of polls on Election Day** in order to be counted.



The U.S. Postal Service recommends mailing your ballot **at least 1 week before Election Day.**



The City of
WORCESTER

Instrucciones oficiales del voto por correo en Massachusetts

Este paquete de votar por correo le ha sido enviado a solicitud suya. El paquete incluye: su boleta, un sobre de boleta amarillo y un sobre de boleta de retorno blanco.

Lea las instrucciones a continuación antes de votar y devolver su boleta.

PASO 1: VOTAR

- **Marque su boleta** de acuerdo con las instrucciones en la boleta, preferiblemente con bolígrafo negro.

Los candidatos y las preguntas pueden aparecer en ambos lados o en la segunda página de su boleta.

Nota: Si necesita asistencia debido a una discapacidad o porque no puede leer su boleta, puede elegir a cualquier persona que lo ayude.

- **Ponga su boleta en el sobre amarillo** y selle el sobre de la boleta.

PASO 2: FIRME EL SOBRE DE LA BOLETA

- **Firme el sobre de la boleta.** Escriba su nombre y dirección debajo de su firma si no está incluido.

Nota: Si no puede firmar su propio nombre, puede elegir a alguien para que lo firme por usted. Esa persona deberá firmar su propio nombre en la mitad inferior del sobre.

- **Coloque el sobre amarillo firmado en el sobre** blanco de devolución. Selle el sobre blanco.

PASO 3: DEVUELVA SU BOLETA

- **Devuelva su boleta** por el correo o en persona

Para devolver su boleta por el correo.

Usted puede devolver su papeleta de **votación en persona a la Municipalidad de Worcester, 455 Main Street, Sala 208**, o cualquier urna de votación segura localizada en estaciones de Bomberos en Worcester. Para identificar las direcciones para devolver las papeletas, por favor visite www.worcesterma.gov.

Las boletas deben ser recibidas antes del cierre de las **urnas en el día de elecciones** para que sean contadas.



El servicio postal de los EE.UU recomienda enviar su boleta al menos **una semana antes que el día de elecciones** para que llegue a tiempo.



The City of
WORCESTER



The Commonwealth of Massachusetts

William Francis Galvin, Secretary of the Commonwealth

Massachusetts Voters’ Bill of Rights

Your voting rights are protected. These rights are guaranteed to qualified registered voters.

1. You have the right to vote if you are a qualified registered voter.
2. You have the right to cast your ballot in a manner that ensures privacy. You have the right to vote without any person trying to influence your vote and to vote in a booth that prevents others from watching you mark your ballot.
3. You have the right to remain in the voting booth for five (5) minutes if there are other voters waiting and for ten (10) minutes if there are no other voters waiting.
4. You have the right to receive up to two (2) replacement ballots if you make a mistake and spoil your ballot.
5. You have the right to request assistance when voting from anyone of your choice. If you do not bring someone with you, you have the right to have two (2) poll workers assist you.
6. You have the right to vote if you are disabled. The polling place must be accessible, and there must be an accessible voting booth.
7. You have the right to vote if you cannot read or write or cannot read or write English.
8. You have the right to vote but must show identification if: you are a first-time voter who registered to vote by mail and did not submit identification with the voter registration form; or your name is on the inactive voter list; or your vote is being challenged; or if requested by a poll worker. Acceptable forms of identification are: Massachusetts driver’s license, other printed documentation containing your name and address such as a recent utility bill, rent receipt on landlord’s letterhead, lease, or a copy of a voter registration acknowledgment or receipt.
9. You have the right to vote by absentee ballot if: you will be absent from your city or town on Election Day; or if you have a physical disability that prevents your voting at the polling place; or if you cannot vote at the polls due to religious belief.
10. You have the right to cast a provisional ballot if you believe you are a qualified registered voter but a poll worker tells you that you are ineligible to vote.
11. You have the right to follow up any challenge to your right to vote through the complaint process.
12. You have the right to vote if you are not currently incarcerated for a felony conviction and have registered as a voter after your release.
13. You have the right to take this Voters’ Bill of Rights or any other papers, including a sample ballot, voter guide or campaign material into the voting booth with you. Please remember to remove all papers when you leave the booth.
14. You have the right to vote at your polling place any time between 7am and 8pm for state and federal elections—hours may vary for local elections. If you are in line at your polling place when the polls close at 8pm, you have the right to vote.
15. You have the right to bring your children into the voting booth with you.

If you feel that your right to vote has been violated in any way, call the Secretary of the Commonwealth’s Elections Division at 1-800-462-VOTE (8683). This call is free within Massachusetts.

Information on Federal and State Laws that Prohibit Fraud and Misrepresentation:

The following lists the principal election law violations under federal and/or state law:

- Persons must not make any false statement or claim that they are citizens of the United States in order to register or vote in any federal, state, or local election.
- Persons must not procure or submit materially false, fraudulent or fictitious voter registration applications in any election that includes a federal candidate.
- Persons must not submit false information as to name, address or period of residence in a voting district for the purpose of establishing eligibility to register or vote in any election that includes a federal candidate.
- Persons must not procure, cast or tabulate materially false, fraudulent or fictitious ballots in any election that includes a federal candidate.
- Persons must not pay, offer to pay or accept payment for voting, registering to vote, withholding their vote, or voting for or against any candidate in any election that includes a federal candidate.
- Persons must not tamper with or injure or attempt to tamper with or injure any voting machine to be used or being used in an election or prevent the correct operation of such machine.
- Persons must not hinder, delay or interfere with or aid in hindering, delaying or interfering with a voter while on their way to vote in a primary, caucus or election, while within the guardrail, while marking their ballot or while voting or attempting to vote, or endeavor to induce a voter, before depositing their ballot, to disclose how they marked their ballot.
- Persons must not remove a ballot from the space enclosed by the guardrail before the close of the polls.
- Persons must not vote or attempt to vote in any place knowing that they are not a qualified voter therein.
- Persons must not vote or attempt to vote more than once at the same election.
- Persons must not vote or attempt to vote on any name other than their own.
- Persons must not aid or abet a person who is not entitled to vote in voting or attempting to vote or in voting or attempting to vote in a name other than their own or in casting or attempting to cast more than one ballot.
- Persons must not place any distinguishing marks upon their ballot, make any false statements as to their ability to mark their ballot, allow the marking of their ballot to be seen by any person for any purpose not authorized by law, or give a false answer to or make a false oath to an election officer.
- Persons must not behave in a disorderly manner.
- Persons must obey the lawful command of the election officials.
- Persons must not obstruct the voting.
- Persons must not challenge a qualified voter for the purpose of intimidation or for ascertaining how they voted or for any other illegal purpose.

Violation of any of these laws may result in fines and/or imprisonment.

Instructions to Voters

- Before voting
- Give your address and name to an election officer.
- If you need assistance because of blindness, physical disability, inability to read or to read English, you may seek help from either a person of your choice or from two election officers of different political parties. You may also ask the election officials to use the AutoMARK Voter Assist Terminal, which is an accessible ballot marking device, to mark your ballot.
- Enter a voting compartment and mark your ballot.
- You will have ten minutes to vote; but if others are waiting, you have only five minutes.
- Identification
- Because of a federal law, the Help America Vote Act of 2002 passed by Congress, if you registered to vote by mail on or after January 1, 2003, you will be required to show identification when you vote for the first time in a federal election since registering by mail. Acceptable identification must include your name and the address at which you are registered to vote, for example: a current and valid photo identification, current utility bill, bank statement, paycheck, government check, or other government document showing your name and address.
- If you do not provide such identification, the Help America Vote Act of 2002 requires that you may only cast a provisional ballot which will be counted later, but only after your eligibility to vote has been determined.
- If you are not allowed to vote
- If you have registered but your name has been omitted from the voting list, or listed incorrectly, you may seek to vote either by appearing before the municipal election official at city/town hall or you may vote by PROVISIONAL BALLOT.
- To cast a provisional ballot, you must execute a provisional ballot affirmation before a precinct officer at the polling place declaring that you are a registered voter in the city or town and reside within the geographical boundaries of said precinct. All provisional voters must show suitable identification.
- To vote for candidates and questions
- Vote for a listed candidate or on a question by filling in the oval ☐ next to your choice, like this: ☒
- Examine the candidates and questions on the ballot and decide how you wish to vote. **Be sure that you have reviewed all ballot questions as some may appear on the reverse. Do not vote for more candidates than the number allowed for each office.**
- To write-in a vote
- If you wish to vote for a person whose name is not on the ballot, write that person’s name and address or insert a pre-printed sticker in the blank space following the list of candidates for the office, and fill in the oval to the right.
- Spoiled ballots
- If you wish to change your vote after marking your ballot, return it to the ballot clerk who will give you another. You may request up to two new ballots.
- After voting
- Before you leave the voting compartment, check to see if you have voted for all the candidates and questions you wish to vote for. Place your ballot in the secrecy sleeve provided until you place it in the ballot box.
- DO NOT FOLD OR BEND OR DAMAGE THE BALLOT IN ANY WAY. It must go through an optical scanner.
- Do not show anyone how you have marked your ballot. Go to the ballot box and give your address and name to one of the ballot box officers. Put your ballot in the box. Do not put the secrecy sleeve in the ballot box.



The Commonwealth of Massachusetts

William Francis Galvin, Secretario de Estado

Declaración de derechos de los votantes de Massachusetts

Sus derechos de votante están protegidos. Estos derechos están garantizados para todos los votantes inscritos calificados.

1. Si es un votante inscrito calificado, tiene el derecho a votar.
2. Tiene el derecho a emitir su voto en forma privada. Tiene el derecho a votar sin que ninguna persona trate de influir en su voto, y a votar en una cabina de manera que nadie lo vea marcar la papeleta.
3. Tiene derecho a permanecer en la cabina de votación durante cinco (5) minutos si hay otros votantes esperando y durante diez (10) minutos si no hay ningún votante esperando.
4. Tiene el derecho a recibir hasta dos (2) papeletas de recambio si cometió un error y estropeó la papeleta.
5. Tiene derecho a solicitar la ayuda, cuando vote, de cualquier persona que quiera. Si no lo acompaña ninguna persona, tendrá derecho a que lo ayuden dos (2) trabajadores electorales.
6. Si está discapacitado, tiene el derecho a votar. La mesa electoral debe ser accesible y debe haber una cabina de votación accesible.
7. Tiene el derecho a votar aunque no sepa leer o escribir en inglés.
8. Debe mostrar un documento de identidad si: está votando por primera vez, se inscribió para votar por correo y no adjuntó un documento de identidad al formulario de inscripción de votante; si su nombre se encuentra en la lista de votantes inactivos; si se ha disputado su voto; o si se lo pide un funcionario de la mesa electoral. Los documentos de identidad aceptados son: licencia de conductor de Massachusetts, otro documento impreso que contenga su nombre y dirección, como una factura reciente de servicios públicos, un recibo de alquiler o renta con el membrete del arrendador o un duplicado de su declaración jurada de inscripción de votante.
9. Tiene el derecho a votar en ausencia si: no estará en su ciudad o pueblo de residencia el día de las elecciones; si tiene una incapacidad física que le impide votar en la mesa electoral; o si no puede votar en la mesa electoral por cuestiones religiosas.
10. Si un funcionario de la mesa electoral le dice que no es elegible para votar, por la razón que sea, tiene el derecho a votar con una papeleta provisional.
11. Tiene el derecho a apelar cualquier disputa de su derecho a votar, utilizando el proceso de presentación de quejas.
12. Si no se encuentra actualmente en prisión por haber cometido un delito mayor y se inscribió como votante después de haber ser liberado, tiene el derecho a votar.
13. Tiene el derecho a llevar consigo a la cabina de votación esta Declaración de derechos de los votantes y cualquier otro documento, incluso una papeleta de muestra, una guía para votantes o material de la campaña electoral. No olvide llevarse los documentos al salir de la cabina de votación.
14. Tiene el derecho a votar en su mesa electoral en cualquier momento entre las 7:00 a.m. y las 8:00 p.m. en los días de elecciones estatales y federales. El horario de votación puede ser distinto para elecciones locales. Si está en la fila para votar al cierre de la mesa a las 8:00 p.m., tiene el derecho a votar.
15. Tiene el derecho a que sus hijos lo acompañen a la cabina de votación.

Si cree que sus derechos de votante fueron violados de alguna manera, llame a la División Electoral de la Secretaría del Estado al 1-800-462-VOTE (8683). Esta llamada es gratuita dentro de Massachusetts.

Información sobre leyes federales y estatales que prohíben el fraude y las declaraciones falsas:



A continuación se enumeran las principales infracciones a las leyes electorales de conformidad con las leyes federales y estatales:

- Las personas no deben hacer declaraciones falsas ni afirmar falsamente que son ciudadanos de los Estados Unidos con el propósito de inscribirse para votar en elecciones federales, estatales o locales.
- Las personas no deben procurar ni entregar solicitudes de inscripción de votante sustancialmente falsas, fraudulentas o ficticias en elecciones que incluyan a candidatos federales.
- Las personas no deben proporcionar información falsa sobre su nombre, domicilio o período de residencia en un distrito de votación con el propósito de establecer su elegibilidad para inscribirse o votar en elecciones que incluyan a candidatos federales.
- Las personas no deben procurar, depositar ni tabular papeletas de votación sustancialmente falsas, fraudulentas o ficticias en elecciones que incluyan a candidatos federales.
- Las personas no deben realizar, ofrecer ni aceptar pagos por votar, inscribirse para votar, abstenerse de votar o votar en contra de un candidato en elecciones que incluyan candidatos federales.
- Las personas no deben alterar, dañar, intentar de alterar o intentar de dañar máquinas de votación que son o serán utilizadas en elecciones, ni impedir el funcionamiento correcto de dichas máquinas.
- Las personas no deben realizar, o intentar de realizar, acciones que dificulten, demoren o interfieran con un votante que pretende votar en una elección primaria, reunión electoral o elección oficial, dentro de las vallas de protección, cuando esté marcando la papeleta, esté votando o intente votar, ni deben intentar de inducir a un votante, antes de que deposite su papeleta, a que divulgue cómo marcó la papeleta.
- Las personas no deben retirar papeletas del espacio delimitado por la valla de protección antes de que cierren las mesas electorales.
- Las personas no deben votar o intentar de votar en un lugar donde sepan que no son votantes calificados.
- Las personas no deben votar o intentar de votar más de una vez en las mismas elecciones.
- Las personas no deben votar o intentar de votar utilizando un nombre distinto del suyo.
- Las personas no deben ayudar ni apoyar a una persona sin derecho a voto a que vote o intente votar en nombre de un tercero, ni a que deposite o intente depositar más de una papeleta.
- Las personas no deben colocar marcas distintivas en la papeleta, hacer declaraciones falsas sobre su capacidad para marcar la papeleta, permitir que el marcado de la papeleta sea visto por terceros con fines no autorizados por las leyes, ni dar respuestas falsas o juramentos falsos a los funcionarios electorales.
- Las personas no deben alterar el orden público.
- Las personas deben obedecer las órdenes legales de los funcionarios electorales.
- Las personas no deben obstruir la votación.
- Las personas no deben confrontar a votantes calificados con el fin de intimidarlos, determinar cómo han votado u otros fines ilegales.

La infracción de cualquiera de estas leyes puede resultar en multas y/o encarcelamiento.

Instrucciones para los votantes

OVAl

Antes de votar	Dé su nombre y dirección a un funcionario electoral. Si necesita asistencia por motivo de ceguera, discapacidad física, incapacidad de leer o de leer en inglés, puede solicitar ayuda de alguna persona que usted escoja o de dos funcionarios electorales provenientes de partidos políticos diferentes. También puede pedirles a los funcionarios electorales que quiere usar el Terminal AutoMARK de Asistencia para Votantes, que es un dispositivo accesible para marcar la papeleta. Ingresa en una casilla de votación y marque su papeleta. Contará con diez minutos para votar, pero si otros votantes están esperando, sólo dispondrá de cinco minutos.
Identificación	Una ley federal, la Ley para Ayudar a América a Votar (Help America Vote Act) de 2002, aprobada por el Congreso, exige que usted presente identificación al votar por primera vez en una elección federal si se inscribió por correo en o después del 1 de enero de 2003. Para que sea aceptable, su identificación debe incluir su nombre y la dirección en la que usted está inscrito para votar, como por ejemplo una identificación fotográfica actual y válida, una cuenta actual de pago de servicios, un estado bancario, un recibo de sueldo, un recibo de cheque gubernamental u otro documento gubernamental que muestre su nombre y dirección. Si no suministra tal identificación el propio Día de las Elecciones, según la Ley para Ayudar a América a Votar de 2002, usted únicamente podrá depositar un voto provisional, el cual se contará posteriormente, pero únicamente después de que se haya determinado su admisibilidad para votar.
Si no le permiten votar	Si usted se ha registrado para votar pero su nombre no aparece en la lista de votantes o está listado incorrectamente, puede procurar votar en la oficina electoral municipal o por PAPELETA PROVISIONAL. Para votar por papeleta provisional, usted debe firmar una declaración jurada de papeleta provisional ante un funcionario del precinto que se encuentre en la mesa electoral, declarando que usted es votante inscrito en la ciudad o el municipio y reside dentro de los límites geográficos de dicho distrito. Todos los votantes provisionales deben presentar identificación adecuada que muestre su nombre y dirección actual.
Para votar por los candidatos y las preguntas	Para votar por un candidato listado o en una pregunta, rellene el óvalo  que está al lado de su preferencia, así:  Examine los candidatos y las preguntas de la papeleta y decida cómo quiere votar. Revise bien todas las preguntas de la papeleta, ya que algunas pueden aparecer en el reverso. No vote por más candidatos que la cantidad permitida para cada cargo.
Para agregar un candidato	Si desea votar por una persona cuyo nombre no figura en la papeleta, escriba el nombre y la dirección de dicha persona, o coloque un adhesivo preimpreso en el espacio en blanco que hallará después de la lista de candidatos para dicho cargo, y rellene el óvalo que está a la derecha.
Papeletas estropeadas	Si desea cambiar su voto después de marcar su papeleta, devuélvala al encargado de las papeletas quien le dará otra. Podrá solicitar hasta dos papeletas nuevas.
Después de votar	Antes de salir de la casilla de votación, verifique que ha votado por todos los candidatos por quienes desea votar y por las preguntas por las que desea votar. Coloque su papeleta en el sobre de confidencialidad suministrado, hasta que deposite la papeleta en la urna. NO DOBLE NI PLIEGUE NI DAÑE DE NINGUNA MANERA LA PAPELETA, ya que ésta tiene que pasar por un lector óptico. No le muestre a nadie la manera como usted marcó su papeleta. Aproxímese a la urna y déle su nombre y dirección a uno de los funcionarios a cargo de las urnas. Deposite su papeleta en la urna. No deposite el sobre de confidencialidad en la urna.

**CITY OF WORCESTER SPECIAL MUNICIPAL ELECTION
NOVEMBER 7, 2023**

CITY OF WORCESTER - SPECIAL MUNICIPAL ELECTION BALLOT QUANTITIES												
SIZE: 8.5 X 14 / DS200 BALLOT STYLE												
		Vote by Mail Ballots			Vote by Mail Instructions			Election Day Loose Ballots / Specimen Ballots / Voter Bill of Rights				
	ES&S - BALLOT CODE	LOOSE BALLOTS EV/AV IN-PERSON	EV/AV KITTED BALLOTS	TOTAL- COMBINED EV/AV LOOSE- KITTED BALLOTS	EV -IN-PERSON INSTRUCTION SHEETS	EV KITTED INSTRUCTION SHEETS	TOTAL EV INSTRUCTION SHEETS	ELECTION QTYS	ENGLISH TRIFOLDS	SPANISH TRIFOLDS	SPECIMENS	
BALLOT STYLE 1	#001	2500	3000	5500	1000	3000	4000	10000	65	65	65	
BALLOT STYLE 5	#005	200	250	450	100	250	350	800	5	5	5	
BALLOT STYLE 3	#003	350	400	750	100	400	500	1500	15	15	15	
BALLOT STYLE 4	#004	400	500	900	100	500	600	4000	35	35	35	
BALLOT STYLE 16	#0016	250	300	550	100	300	400	1500	15	15	15	
BALLOT STYLE 6	#006	600	1000	1600	300	1000	1300	5000	35	35	35	
BALLOT STYLE 8	#008	700	900	1600	400	900	1300	5000	25	25	25	
BALLOT STYLE 7	#007	200	200	400	50	200	250	700	5	5	5	
BALLOT STYLE 10	#0010	250	350	600	100	350	450	1800	15	15	15	
BALLOT STYLE 13	#0013	350	450	800	100	450	550	4500	30	30	30	
BALLOT STYLE 9	#009	400	600	1000	200	600	800	5000	20	20	20	
BALLOT STYLE 15	#0015	200	150	350	50	150	200	600	5	5	5	
BALLOT STYLE 12	#0012	900	1000	1900	200	1000	1200	6000	30	30	30	
BALLOT STYLE 2	#002	400	450	850	200	450	650	1500	5	5	5	
BALLOT STYLE 14	#0014	200	250	450	100	250	350	2000	15	15	15	
BALLOT STYLE 11	#0011	2500	2500	5000	1000	2500	3500	10000	35	35	35	
TOTALS		10400	12300	22700	4100	12300	16400	59900	355	355	355	