



Contra  
Costa  
County

To: Board of Supervisors  
From: Joseph E. Canciamilla, Clerk-Recorder  
Date: April 19, 2016

Subject: Contract for Sample Ballot Printing and Mailing

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the County Clerk-Recorder, or designee, to execute a contract with Consolidated Printers, Inc., in an amount not to exceed \$2,000,000 to provide printed sample ballots, mailing services, and other election materials for the period January 1, 2016 through December 31, 2018.

**FISCAL IMPACT:**

The payment limit of \$2,000,000 is funded within the Election Division budget. A portion of the cost is reimbursable by those agencies for whom the County conducts elections.

**BACKGROUND:**

California Administrative Code, Title 2, Division 7, Section 20220 provides that printers must be certified by the Secretary of State's Office in order to print official ballots for a particular voting system. Consolidated Printers, Inc., is a certified printer for our election ballot tabulation system. While such certification is not required for the printing and mailing of sample ballots, the certification signifies a knowledge and understanding of the importance of timeliness and accuracy to elections. Consolidated Printers has successfully provided these services since 2013, when they were selected through a competitive bid

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

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Action of Board On: **04/19/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Mary N. Piepho, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: April 19, 2016

David Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Scott O. Konopasek,  
925-335-7808

By: June McHuen, Deputy

cc:

process.

#### CONSEQUENCE OF NEGATIVE ACTION:

Accurate and timely printing and mailing of sample ballots and election material are critical components of conducting successful elections. Failure to accurately print or distribute election materials could jeopardize our mandated function to conduct elections in a fair and accurate manner. Due to a potential error or omission, the department could be forced to conduct an election over again at a substantial cost to the County.