



Contra
Costa
County

To: Board of Supervisors
From: Deborah R. Cooper, Clerk-Recorder
Date: September 15, 2020

Subject: Contract extension with K&H Printers-Lithographers, Inc., to Print and Mail Ballots and Other Election Materials

RECOMMENDATION(S):

APPROVE and AUTHORIZE the County Clerk-Recorder, or designee, to execute a contract amendment with K&H Printers-Lithographers, Inc., to increase the payment limit by \$1,800,000 to a new payment limit of \$6,000,000 and extend the term from December 31, 2020 through December 31, 2021 to provide printed ballots, mailing services, and other election materials.

FISCAL IMPACT:

The increase is funded within the Election Division budget in fiscal year 2020-21. A portion of the cost is reimbursable by those agencies for whom we conduct 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 ballots for a particular voting system. K&H Printers-Lithographers, Inc., is a certified printer for our election ballot tabulation system. K&H Printers-Lithographers, Inc., has successfully provided printed ballots, mailing services, and other election materials to Contra Costa since November 2013.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **09/15/2020** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, 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: September 15, 2020

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

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

By: Laura Cassell, Deputy

cc:

BACKGROUND: (CONT'D)

The Governor's Emergency Order directing the county to mail a ballot to each voter for the November election and the second order requiring the county to provide in-person voting despite mailing a ballot to each voter has increased the number of ballots to be printed. Further, the 12 state propositions appearing on the ballot added to additional pages the the ballot for each voter.

CONSEQUENCE OF NEGATIVE ACTION:

Accurate and timely printing and mailing of election ballots and related 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. An error or omission could force the department to conduct an election over again at a substantial cost to the County.