CITY OF LONG BEACH

DEPARTMENT OF THE CITY CLERK

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April 1, 2008

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

That City Council authorize the City Manager to execute a contract with K&H Integrated Print Solutions for mailing services and printing of official ballots, sample ballots and vote-by-mail materials in an amount not to exceed $122,227, plus a seven percent contingency, with an option to authorize the provision of mailing services and printing of official ballots, sample ballots and vote-by-mail materials in an amount not to exceed $76,360, plus a seven percent contingency, in administration of the April 8, 2008 Primary Nominating Election (PNE), and the June 3, 2008 General Municipal Election (GME).

DISCUSSION

After issuance of an Request for Proposal in 2007, the City Clerk Department took necessary action to retain the services of K&H Integrated Print Solutions for mailing services, official ballots and vote-by-mail materials in preparation for the PNE on April 8, 2008, and if necessary the GME on June 3, 2008.

With completion of work, for the April 8, 2008 PNE, K&H provided for: [1] printing and mailing of more than 91,804 sample ballots; [2] printing of 59,882 Official Ballots for use as precinct, vote-by-mail ballots, provisional and test ballots; and [3] preparation and mailing of 17,551 vote-by-mail ballots (as of March 23, 2008).

TIMING CONSIDERATIONS

Approval of this action is necessary so that payment for services rendered can be made pursuant to the contract requirements of the City Charter.

FISCAL IMPACT

The appropriations necessary to cover the cost of the April 8, 2008 PNE are contained in the City Clerk Department 2008 Fiscal Year Budget. In the event of a June 8, 2008 GME, City Clerk Department will work with Financial Management to determine the source of funding.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,

LARRY HERRERA
CITY CLERK