



CITY CLERK DEPARTMENT  
Long Beach, California

**C-8**

LARRY HERRERA  
City Clerk

February 16, 2010

ADMINISTRATIVE DIVISION

*Monique De La Garza*  
Administrative Officer

ELECTIONS BUREAU

*Poonam Davis*  
City Clerk Bureau Manager

LEGISLATIVE BUREAU

*Merianne Nakagawa*  
City Clerk Bureau Manager

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

**RECOMMENDATION:**

The 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 \$543,715, 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 \$135,877, plus a seven percent contingency, in administration of the April 13, 2010 Primary Nominating Election (PNE), and the June 8, 2010 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 Solution for mailing services, official ballots and vote-by-mail materials in preparation for the PNE on April 13, 2010, and if necessary the GME on June 8, 2010.

For the April 13, 2010 PNE, K&H will provide for: (1) printing and mailing of more than 240,091 sample ballots; (2) printing of 153,282 Official Ballots for use as precinct, vote-by-mail ballots, provisional and test ballots; and (3) preparation and mailing of 41,986 vote-by-mail ballots.

**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 13, 2010 PNE and the June 8, 2010 are contained in the City Clerk Department 2010 Fiscal Year Budget.

**SUGGESTED ACTION:**

Approve recommendation.

Respectfully submitted.

  
LARRY HERRERA  
CITY CLERK