

# Agenda Report

**TO: CITY COUNCIL**

**DATE: JULY 30, 2007**

**FROM: CITY CLERK**

**SUBJECT: CONTRACT AMENDMENT WITH MARTIN & CHAPMAN TO INCREASE THE AUTHORIZED CONTRACT AMOUNT AN ADDITIONAL \$47,742 FOR PROFESSIONAL ELECTION SERVICES AND SUPPLIES RENDERED FOR THE PASADENA PRIMARY AND GENERAL ELECTIONS**

**RECOMMENDATION:**

It is recommended that the City Council authorize the City Clerk to enter into a contract amendment with Martin & Chapman Company to increase the total contract amount an additional \$47,742 (from \$351,663 to \$399,405) for professional election services and supplies rendered for the consolidated City of Pasadena and Pasadena Unified School District March 6, 2007 primary nominating election and April 17, 2007 general municipal election.

**BACKGROUND:**

On October 16, 2006, the City Council authorized the City Clerk to enter into a contract with Martin & Chapman Company for specialized election-related services (typesetting and printing of official ballots and sample ballot pamphlets, absentee voter supplies, delivery and pickup of precinct supplies, ballot tally software and equipment, etc.) in an amount not to exceed \$351,663 for the 2007 primary and general municipal elections. The contract amount was based on estimated election costs, with the number of candidates running unknown at that time since the nomination period had not opened and no measures had been placed on the ballot at that time.

The increase in the contract amount is primarily due to additional absentee/vote-by-mail supplies needed to issue a record-breaking number (almost 18,000 per election) of absentee/mail ballots for both the primary and general elections; costs to have all voting materials and supplies, including all polling place supplies and notices, translated into Spanish and Chinese for full compliance with the Voting Rights Act; and additional pages in the sample ballot pamphlet due to a measure on the ballot and the number of candidate statements printed (candidates pay for English, City/PUSD pay for Spanish and Chinese translations and printing of statements).

**FISCAL IMPACT:**

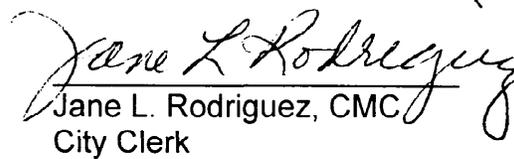
Sufficient funds are available in the Elections Budget, Account 8114-101-263000, for the payment of this contract.

Reviewed by:

Respectfully submitted,



Stephen Stark  
Director of Finance



Jane L. Rodriguez, CMC  
City Clerk