

Agenda Report

TO: CITY COUNCIL

JUNE 14, 1999

FROM: CITY CLERK

SUBJECT: CONTRACT AMENDMENT WITH MARTIN & CHAPMAN TO INCREASE THE AUTHORIZED CONTRACT AMOUNT AN ADDITIONAL \$13,232 FOR PROFESSIONAL ELECTION SERVICES AND SUPPLIES RENDERED FOR PASADENA MUNICIPAL 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 \$13,232 (from \$232,875 to \$246,107) for professional election services and supplies rendered for the March 9, 1999, primary consolidated municipal election and the April 20, 1999, general municipal election.

BACKGROUND:

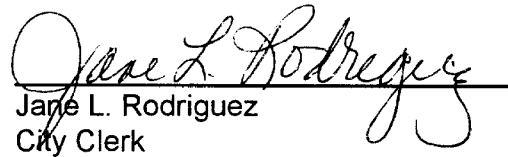
On November 2, 1998, the City Council authorized the City Clerk to enter into a contract with Martin & Chapman Company for specialized election-related services (typesetting and printing of official ballots and sample ballot pamphlets, absentee voter supplies, delivery and pickup of precinct supplies, ballot tally software and equipment, etc.) in an amount not to exceed \$232,875 for the 1999 primary and general municipal elections. The contract amount was based on estimated election costs. The increase in this contract amount is primarily due to additional absentee/vote by mail supplies needed to issue a record-breaking number of absentee ballots for both the primary and general elections, as well as additional costs due to a higher number of candidates than estimated in the contractor's proposal.

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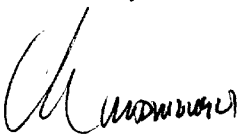
FISCAL IMPACT:

Funding for this contract is available in the approved FY 1999 Elections Budget, Account 8114-101-263000. The Pasadena Unified School District (PUSD) consolidates the Board of Education election with our municipal elections, and PUSD reimburses the City its pro-rata share which is approximately 68% of election costs. This increase in the contract amount will be shared proportionately between the City and PUSD.

Respectfully submitted,


Jane L. Rodriguez
City Clerk

Reviewed by:



Nicholas G. Rodriguez
Assistant City Attorney