



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: December 8, 2009

TO: Mayor and Councilmembers

FROM: City Clerk's Office, Administrative Services Department

SUBJECT: Increase To Purchase Order Issued To Martin & Chapman Company
For Election-Related Services

RECOMMENDATION:

That Council authorize the Administrative Services Director to increase the expenditure authority for Agreement No. 23,124, issued to Martin & Chapman Company, by \$16,315.14, for a total of \$125,565.14, for election-related services performed during the 2009 Vote-by-Mail General Municipal Election.

DISCUSSION:

At the November 24, 2009 City Council meeting, the City Council was informed that staff would return in December 2009 to augment the contract with Martin & Chapman Company.

On June 9, 2009, the City Council approved an agreement with Martin & Chapman Company for election-related services for an amount not to exceed \$109,250. The cost for the June 9, 2009 contract was based on nine candidates and one ballot measure. However, following the final candidate application deadline we had 18 candidates and four ballot measures.

In addition to more candidates and ballot measures than anticipated, the voters' pamphlet correspondingly increased from 24 to 60 pages, translation costs increased significantly and we had to shift from one to two ballot cards, which required printing twice as many ballots. As a result, total costs increased by \$26,315.14 to \$135,565.14.

As reported on November 24, 2009, staff negotiated cost reductions totaling \$10,000. Therefore, the net-increase is \$16,315.14. We received a \$5,000 reduction because one of the two vote counting machines was not properly calibrated and \$5,000 reduction for the cost of staff involved in the recount.

BUDGET/FINANCIAL INFORMATION:

There are sufficient funds in the elections budget to cover the cost of the additional supplies and services.

PREPARED BY: Cynthia M. Rodriguez, City Clerk Services Manager

SUBMITTED BY: Marcelo A. López, Administrative Services Director

APPROVED BY: City Administrator's Office