



Los Angeles County Registrar-Recorder/County Clerk

DEAN C. LOGAN
Registrar-Recorder/County Clerk

February 26, 2018

TO: Supervisor Sheila Kuehl, Chair
Supervisor Hilda L. Solis
Supervisor Mark Ridley-Thomas
Supervisor Janice Hahn
Supervisor Kathryn Barger

FROM: Dean C. Logan, Registrar-Recorder/County Clerk

NOTIFICATION OF INTENT TO NEGOTIATE AND EXECUTE A MATERIAL CHANGE TO THE EXISTING VOTE BY MAIL AGREEMENT WITH K&H PRINTERS-LITHOGRAPHERS, INC. FOR THE CONTINUATION OF VOTE BY MAIL SERVICES UNDER THE VOTING SOLUTIONS FOR ALL PEOPLE (VSAP) PROJECT

This is to notify your Board that the Registrar-Recorder/County Clerk (RR/CC) intends to enter into negotiations with K&H Printers-Lithographers, Inc. (K&H) for the continuation of Vote by Mail (VBM) services to meet the deadlines associated with implementation of the new VBM ballot and Tally elements of the Voting Solutions for All People (VSAP) initiative. The existing agreement with K&H, which was competitively awarded, will end August 31, 2021.

K&H's existing agreement with the RR/CC supports the current VBM system and operations by providing in-house processing for all out-going VBM packets. The RR/CC intends to complete negotiations with K&H and request approval from your Board to materially change the existing agreement to include additional services, including integration of ballot printing and delivery to the U.S. Postal Service (USPS) as contemplated in the implementation of the new VBM experience for the November 2018 election. K&H is a well-qualified, capable and responsive vendor that can provide the wide range, integrated services needed to support our new VBM experience. Additionally, K&H possesses the capacity, equipment and knowledge to meet the Department's critical timelines and effectively process the 2.2 million VBM ballots estimated to be sent to voters in the November 2018 election.

Justification for Contracting with K&H

The new VSAP VBM system requires ballot printing, material printing, data processing, mail insertion, delivery and mailing services. The new system is based on a mark sense paper ballot and new Tally solution that the Department is developing through VSAP. The new VBM ballot provides an improved voting experience for VBM voters. All the instructions, information and contests will now be found in one place, which makes voting simpler and more intuitive for the voter. Depending on the number of contests and candidates, ballots may include multiple pages, which increases complexity for printing and mailing. The Department has also updated and improved our generic VBM materials such as the envelopes, secrecy sleeves and "I Voted" stickers. K&H has extensive experience with providing integrated ballot printing and insertion services for counties utilizing a mark sense paper ballot. In addition, they have experience working with multi-card ballots for large counties such as San Francisco, CA and King County, WA. Their operation prints ballots on a voter by voter basis, which provides a more efficient ballot sourcing strategy with greater quality assurance.

K&H is also the most experienced vendor for inserting and mailing services of VBM ballots. Under their current agreement, they handle insertion and mailing services for over 2 million voters in Los Angeles County. Their operation provides the accountability needed to ensure that every VBM package is produced and mailed with the correct ballot and materials.

The systems and operations used by K&H are transparent and provide opportunities for close project oversight by RR/CC staff. Our staff will monitor the production of VBM ballots on site and remotely through production management software. As part of our vetting process, we contacted and visited other jurisdictions who utilize K&H for integrated ballot printing and insertion services. The feedback we received was positive and provided additional assurance of K&H's ability to deliver the expanded services. In addition, our office has vetted the production capacity of K&H's operation and determined that they can handle the Department's volume.

Based on their extensive experience and the capability of their operation, K&H is the most qualified vendor to provide integrated ballot production and mailing services, consistent with the VSAP model, for Los Angeles County at this time.

This material change to the existing K&H agreement will ensure that the critical timelines associated with the successful deployment of the new VBM model in 2018 can occur. Future extension or expansion of these services will remain subject to competitive bidding.

Next Steps

In accordance to Board Policy 5.100, RR/CC will proceed to enter into negotiations with K&H for continued VBM support under VSAP. The negotiated agreement with K&H will be provided for your approval no later than July 2018.

If you have any questions, please contact me, or your staff may contact Francisco Perez, Assistant Division Manager, at 562-462-2737.

DL:RF:FP
VW:cp

c: Chief Executive Office
Executive Office, Board of Supervisors
Board Deputies
Chief Information Office
County Counsel