SUBJECT: BALLOTS PRINTING SERVICES

BID #: SC-0442-18 **OPEN DATE:** 2018-04-25

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – ONE YEAR FROM DATE OF AWARD WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: SUPERVISOR OF ELECTIONS

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER(S)

NUMBER OF BIDS INVITED: (6) **NUMBER RECEIVED:** (3) **OTHER:** (1)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Request approval to increase the award to Elections Systems & Software, LLC in the amount of $150,000.00 to ensure sufficient funding for the remainder of the current term (Renewal 4) which expires on May 18, 2023. Revised not-to-exceed expenditure amount for Renewal 4 will be $350,000.00. Total revised not-to-exceed award amount will be $1,343,035.50.

Funding for this award will be encumbered from account 00111.610001.547210.000000.00000000.00000.0000000 and processed via Purchase Order(s).

Attachments: Recommendation Memo, Previous Awards

Analyst: _____
DAVID KLAGES

RESPECTFULLY SUBMITTED: _____
DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: ROBERT PHILLIPS, CHIEF ELECTIONS OFFICER, D.C. SUPERVISOR OF ELECTIONS

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Mike Hogan
Supervisor of Elections
105 E. Monroe St.
Jacksonville, FL 32202
PH (904)630-1414
FX (904)630-2920

April 7, 2023

Re: Bid SC-0442-18, POA -8A08008

Dustin Freeman, Chief,
Procurement Division
117 West Duval St, Suite 335

Dear Dustin:

Please increase the amount of the existing award by $150,000 for a total not to exceed $1,343,035.50. This will provide enough funding to purchase ballots for the upcoming May Unitary Election.

Thank you in advance for facilitating this request.

Funding source will be 00111-610001-547210, Printing and Binding Commercial

Please do not hesitate to contact me if I can provide any further information or assistance.

Sincerely,

Robert Phillips
Chief Elections Officer
Duval County Supervisor of Elections

SUBJECT: BALLOTS PRINTING SERVICES

BID #: SC-0442-18 **OPEN DATE:** 2018-04-25

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – ONE YEAR FROM DATE OF AWARD WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: SUPERVISOR OF ELECTIONS

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER(S)

NUMBER OF BIDS INVITED: (6) **NUMBER RECEIVED:** (3) **OTHER:** (1)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Request approval to ratify the period of service from May 19, 2022 through date of award.

Recommend approval to utilize the fourth and final renewal option with Elections Systems & Software, LLC in the annual expenditure amount of $200,000.00. Total revised award amount not-to-exceed $1,193,035.50. Period of service will be from date of award through May 18, 2023.

Funding for this award will be encumbered from account 00111.610001.552160.000000.00000000.00000.0000000 and processed via Purchase Order(s).

Attachments: Recommendation Memo, Supplier's Letter, Basis of Award, Previous Awards

Analyst: _____ DAVID KLAGES

RESPECTFULLY SUBMITTED: _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: ROBERT PHILLIPS, SENIOR ELECTIONS OFFICER, DUVAL COUNTY SUPERVISOR OF ELECTIONS

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 6/16/2022

Susan R Eichen _____ OTHER: _____

Michael Peeples _____

J. R. McCarty _____

ACTION OF AWARDING AUTHORITY DATE 6/14/2022

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Brian Hughes
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of
Executive Order No: 2019-02

SUBJECT: BALLOTS PRINTING SERVICES

BID #: SC-0442-18 **OPEN DATE:** 2018-04-25

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – ONE YEAR FROM DATE OF AWARD WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: SUPERVISOR OF ELECTIONS

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER(S)

NUMBER OF BIDS INVITED: (6) **NUMBER RECEIVED:** (3) **OTHER:** (1)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject bid was awarded on 5/19/18 to Elections Systems & Software, LLC in the amount of $363,000.00. First renewal option approved on 6/13/19 in the amount of $200,000.00; second renewal option approved on 6/23/20 in the amount of $200,000.00; increase in the amount of $30,035.50 approved on 4/8/21.

Recommend approval to utilize the third renewal option with Elections Systems & Software, LLC in the annual expenditure amount of $200,000.00. Total revised award amount not-to-exceed $993,035.50. Period of service will be May 19, 2021 through May 18, 2022 with one (1) one (1) year renewal option remaining.

Funding for this award shall be encumbered from account 00111-610001-552160-000000-00000000-00000 and processed via Purchase Order(s).

Attachments: Recommendation Memo, Supplier's Letter, Basis of Award, Previous Awards

Analyst: DAVID KLAGES **RESPECTFULLY SUBMITTED:** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: ROBERT PHILLIPS, SENIOR ELECTIONS OFFICER, DUVAL COUNTY SUPERVISOR OF ELECTIONS

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 5/13/2021

OTHER:

ACTION OF AWARDING AUTHORITY DATE 5/13/21

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No: 2019-02

SUBJECT: BALLOTS PRINTING SERVICES

BID #: SC-0442-18 **OPEN DATE:** 2018-04-25

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – ONE YEAR FROM DATE OF AWARD WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: SUPERVISOR OF ELECTIONS

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER(S)

NUMBER OF BIDS INVITED: (6) **NUMBER RECEIVED:** (3) **OTHER:** (1)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject bid was awarded on 5/19/18 to Elections Systems & Software, LLC in the amount of $363,000.00. First renewal option approved on 6/13/19 in the amount of $200,000.00; second renewal option approved on 6/23/20 in the amount of $200.000.00.

Recommend approval to increase the award with Elections Systems & Software, LLC in the amount of $30,035.50 due to added costs for ballots printed in Spanish during the 2020 General Elections. Revised award amount for Renewal 2 not-to-exceed $230,035.50. Total revised award amount not-to-exceed $793,035.50. Period of service will be from date of award through May 18, 2021 with two (2) one (1) year renewal options remaining.

Funding for this award will be encumbered from account 00111-610001-547210-000000-00000000-00000 and processed via Purchase Order(s).

Attachments: Recommendation Memo, Previous Awards

Analyst: DAVID KLAGES **RESPECTFULLY SUBMITTED:** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: ROBERT PHILLIPS, SENIOR ELECTIONS OFFICER, DUVAL COUNTY SPVR. OF ELECTIONS

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 4/8/2021

OTHER:

ACTION OF AWARDING AUTHORITY DATE 4/8/21

APPROVED ✓ BH DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Brian Hughes
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of
Executive Order No 2019-02

SUBJECT: BALLOTS PRINTING SERVICES

BID #: SC-0442-18

OPEN DATE: 2018-04-25

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – ONE YEAR FROM DATE OF AWARD WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: SUPERVISOR OF ELECTIONS

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER(S)

NUMBER OF BIDS INVITED: (6) **NUMBER RECEIVED:** (3) **OTHER:** (1)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject bid was awarded on 5/19/18 to Elections Systems & Software, LLC in the amount of $363,000.00. First renewal option approved on 6/13/19 in the amount of $200,000.00.

Recommend approval to ratify the period of service from May 19, 2020 to date of award.

Recommend approval to utilize the second renewal option with Elections Systems & Software, LLC in the annual expenditure amount of $200,000.00. Total revised award amount not-to-exceed $763,000.00. Period of service shall be from date of award through May 18, 2021 with two (2) one (1) year renewal options remaining.

Funding for this award shall be encumbered from account 00111-610001-552160-000000-00000000-00000 and processed via Purchase Order(s).

Attachments: Recommendation Memo, Supplier's Letter, Basis of Award, Previous Awards

Analyst: DAVID KLAGES

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: ROBERT PHILLIPS, SENIOR ELECTIONS OFFICER, DUVAL COUNTY SUPERVISOR OF ELECTIONS

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 6/18/20

OTHER:

ACTION OF AWARDING AUTHORITY DATE 6/23/20

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No: 2019-02

SUBJECT: BALLOTS PRINTING SERVICES

BID #: SC-0442-18 **OPEN DATE:** 2018-04-25

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – ONE YEAR FROM DATE OF AWARD WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: SUPERVISOR OF ELECTIONS

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER(S)

NUMBER OF BIDS INVITED: (6) **NUMBER RECEIVED:** (3) **OTHER:** (1)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Subject bid was awarded on May 19, 2018 to Elections Systems & Software, LLC in the amount of $363,000.00.

Recommend approval to ratify the period of service from May 18, 2019 to date of award.

Recommend approval to utilize the first renewal option with Elections Systems & Software, LLC in the annual expenditure amount of $200,000.00. Total award amount not-to-exceed $563,000.00. Period of service shall be from date of award through May 18, 2020 with three (3) renewal options remaining.

Funding for this award shall be encumbered from account SEEL011-05216 and processed via Purchase Order.

Attachments: Recommendation Memo, Vendor's Letter, Basis of Award, Previous Award

Analyst: DAVID KLAGES **RESPECTFULLY SUBMITTED:** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: ROBERT PHILLIPS, SENIOR ELECTIONS OFFICER, DUVAL COUNTY SUPERVISOR OF ELECTIONS

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 6/13/19

OTHER:

ACTION OF AWARDING AUTHORITY DATE 6/13/19

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

SUBJECT: BALLOTS PRINTING SERVICES

BID #: SC-0442-18 **OPEN DATE: 2018-04-25**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SERVICE CONTRACT – ONE YEAR FROM DATE OF AWARD WITH FOUR (4) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: SUPERVISOR OF ELECTIONS

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER(S)

NUMBER OF BIDS INVITED: 6 **NUMBER RECEIVED:** 3 **OTHER:** 1

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to reject Absolute Print Solutions, for not submitting evidence of meeting the minimum requirements as requested in the Terms and Conditions.

Accordingly, recommend approval of award to the lowest responsive, responsible bidder, Elections Systems & Software, LLC., to provide ballots printing services for the Supervisor of Elections. Period of service is one year from date of award with four (4) one (1) year renewal options. Total requested expenditure not-to-exceed $363,000.00.

Funding for this award to be encumbered by account SEEL011-05216, to be executed by purchase order(s).

Attachments: Recommendation Memo, Bid Tabulation Sheet, Terms and Conditions, Specifications, Rejection Letter

ANALYST: CHELSEY FLEMING **RESPECTFULLY SUBMITTED:** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Robert Phillips, Chief Elections Officer, Duval County Supervior of Elections

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 5-17-18

OTHER:

ACTION OF AWARDING AUTHORITY DATE 5/19/18

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05