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 _____ 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 1, 2021

Re: Bid # SC-0442-18 Ballot Printing Services

Gregory Pease, Chief,
Procurement Division
117 West Duval St, Suite 335

Dear Gregory,

This letter is to confirm that the Supervisor of Elections wishes to increase the award amount of Bid #SC-0442-18 by $30,035.50. This increase is to finish paying all invoices from the 2020 General Elections. Costs for this election were increased due to the need for a second ballot printed in Spanish.

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

Sincerely,

Robert Phillips
Senior 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:
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

Teresa R. Eichen

OTHER:

ACTION OF AWARDING AUTHORITY DATE 6/23/20

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 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

Teresa R Eichner

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