



Legislation Text

File #: 20-0925, **Version:** 1

Resolution to Approve a Purchase Order for Absentee Voter Application and Ballot Mailing Supplies to Printing Systems, Inc. (\$35,071.92)

Attached for your review and consideration for approval is a resolution authorizing approval of payment for the purchase of the City Clerk's Office absent voter ballot applications and ballot mailing supplies.

The City uses the Oakland County bid with Printing Systems for the best purchase price of absentee voting materials and a consistent custom look from election to election, which includes outgoing ballot envelopes, voter return envelopes, ballot "secrecy" sleeves, and absent voter application forms. Printing Systems, located in Taylor, Michigan, is certified to print official voter ballots, as well as balloting materials.

Since the passage of Proposition 18-3 and "no-reason" absentee voting, the City has increased the list of voters who are on the City Clerk's permanent absent voters. This, in addition to the COVID-19 pandemic, has resulted in more and more requests for absentee or "vote by mail" ballots.

Upon learning of the possibility of a statewide mailing of applications for absentee ballots in Michigan in advance of the August 4 Primary Election, the Clerk's Office began planning for the possibility of an election in both August and November of upwards of 50% or more mail ballots. Supplies were ordered in preparation for this increased demand, resulting in a significant increase to the purchase order for this vendor. The City Clerk's Office seeks Council approval for the total amount of these supplies, \$35,071.92, from the FY20 budget, as the supplies were ordered and received prior to the end of the fiscal year.

Budget Impact: Funding is available in the approved FY20 City Clerk's Office amended budget.

Printing Systems, Inc. complies with the City's Non-Discrimination and Living Wage Ordinances.

Prepared by: Jacqueline Beaudry, City Clerk

Reviewed by: Kim Buselmeier, Budget and Finance Supervisor

Reviewed by: John Fournier, Assistant City Administrator

Approved by: Tom Crawford, Interim City Administrator

Whereas, The City Clerk's Office has an increased need for absent voter ballot application and mailing supplies, due to the passage of Proposition 18-3, "Promote the Vote" and the promotion of no-reason absentee voting due to the COVID-19 pandemic;

Whereas, The City currently uses Printing Systems, Inc for its election-related printing needs;

Whereas, The City Clerk's current order with Printing Systems for the upcoming 2020 election cycle exceeds the Clerk's Office's spending authority due to the additional materials and supplies required for vote-by-mail planning; and

Whereas, Sufficient funds have been budgeted in the approved FY20 amended City Clerk's Office budget;

RESOLVED, That City Council approve the purchase order for absentee voter application and ballot mailing supplies to Printing Systems, Inc. (\$35,071.92);

RESOLVED, That the City Administrator be authorized to take all necessary actions to implement this resolution.