



County of Monterey

Item No.

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: A 25-358

August 26, 2025

Introduced: 8/13/2025

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Agreement

Authorize the Contracts & Procurement Officer or their designee to execute Amendment No. 2 to Agreement No. A-14550 with K&H Printers-Lithographers, Inc., to continue providing ballot and critical election material printing and mailing services for two (2) additional years (October 1, 2025 through September 30, 2027) for a revised full agreement term from November 5, 2019 through September 30, 2027 and adding \$3,800,000 for an aggregate amount not to exceed \$13,400,000.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Authorize the Contracts & Procurement Officer or their designee to execute Amendment No. 2 to Agreement No. A-14550 with K&H Printers-Lithographers, Inc., to continue providing ballot and critical election material printing and mailing services for two (2) additional years (October 1, 2025 through September 30, 2027) for a revised full agreement term from November 5, 2019 through September 30, 2027 and adding \$3,800,000 for an aggregate amount not to exceed \$13,400,000.

SUMMARY/DISCUSSION:

Approval of the recommended actions will enable the Department to print and mail ballots and other critical election mailings to over 219,000 registered voters in Monterey County for a possible November statewide special election, the June 2026 Primary Election and the November 2026 General Election. The term of the agreement will extend from October 1, 2025, through September 30, 2027, for a new total contract amount not to exceed \$13,400,000.

As part of the election administration process, the Department will closely monitor that the services provided meet County requirements outlined in the scope of work in Agreement No. A-14550. These requirements include product proofs, design layouts, assembly of packets, adherence to delivery schedules and the implementation of contingencies as specified in the Agreement.

Copies of the Agreement are on file with the Clerk of the Board.

OTHER AGENCY INVOLVEMENT:

The requested Amendment No. 2 has been reviewed and approved by County Counsel as to form.

FINANCING:

Funding for this agreement is included in the Department's FY 2025-26 budget for the June 2026 Primary Election. However, should a statewide special election be called this November, the County General Fund will incur additional costs in the current fiscal year. In that event, Elections will return to the Board of Supervisors to request additional funding to support the associated operational requirements to conduct a special statewide election. Future requested budgets will include funding for this agreement for all scheduled elections.

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:

The services provided pursuant to this agreement will enable voters to receive ballots and other election related materials to exercise their right to vote and make informed voting decisions.

Mark a check to the related Board of Supervisors Strategic Plan Goals:

- ☐ Well-Being and Quality of Life
- ☒ Sustainable Infrastructure for the Present and Future
- ☐ Safe and Resilient Communities
- ☐ Diverse and Thriving Economy
- ☐ Dynamic Organization and Employer of Choice

Prepared by: Mary Kikuchi, Management Analyst II, Ext. 1491

Approved by: Gina Martinez, Registrar of Voters, Ext. 1499

Attachments:

Exhibit A - Amendment 2

Exhibit B - Amendment 1

Exhibit C - Agreement No. A-14550