



500 West Big Beaver
Troy, MI 48084
troymi.gov



CITY COUNCIL AGENDA ITEM

Date: November 12, 2021

To: Mark F. Miller, City Manager

From: Bob Bruner, Assistant City Manager
Emily Frontera, Purchasing Manager
M. Aileen Dickson, City Clerk

Subject: Bid Waiver - Printing of Election and Voter Registration Materials

History

- Michigan Election Law mandates the City Clerk's Office to provide election and voter registration related materials to voters during election cycles and throughout the year.
- Materials include ballots, voter identification cards, absentee voter ballot envelopes and secrecy sleeves, absentee voter ballot applications, voter registration applications, and voter notice postcards.
- The State of Michigan requires that printed election materials adhere to state standards. Currently only one company is able to consistently provide the City of Troy with our volume of customized materials that meet standards and processing requirements.
- The State of Michigan and Oakland County contracts with Printing Systems, Inc. for ballot printing, and therefore requires the City of Troy to also purchase from Printing Systems, Inc. for school district, countywide or larger elections. The City of Troy utilizes Printing Systems, Inc. via Oakland County to provide additional services such as ballot folding for these elections.
- The current contract expires December 31, 2021.

Purchasing

Printing Systems, Inc. of Taylor, MI is the sole authorized election printing contractor and has consistently offered the lowest quote on all election and voter registration materials as per the State of Michigan and the Oakland County contract.

Financial

Funds are budgeted and available for this expenditure in the Elections Printing Account Number 101.215.262.7901.

Recommendation

City Management and the City Clerk's Office are requesting a waiver of the formal bid process for the period of three (3) years for the printing of election and voter registration materials, to include ballots, voter registration materials, and absentee voter ballot materials from *Printing Systems, Inc., Taylor, MI*; one of the only authorized election printing companies in Michigan as per the State of Michigan and Oakland County Contract. The estimated total expenditures per fiscal year is \$40,000.00; which includes approximately 60,000 absentee voter ballot envelopes, 20,000 voter cards or mailers, 30,000 absentee voter ballot applications, and all ballots for local elections.