

STATE OF CALIFORNIA
AGREEMENT SUMMARY

STD 215 (Rev. 08/2017)

AGREEMENT NUMBER 20S10037	AMENDMENT NUMBER
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CHECK HERE IF ADDITIONAL PAGES ARE ATTACHED

1. CONTRACTOR'S NAME SKDKnickerbocker LLC		2. FEDERAL I.D. NUMBER [REDACTED]
3. AGENCY TRANSMITTING AGREEMENT Secretary of State	4. DIVISION, BUREAU, OR OTHER UNIT Executive	5. AGENCY BILLING CODE 065010
6a. CONTRACT ANALYST NAME Shannon Kauffman	6b. EMAIL [REDACTED]	6c. PHONE NUMBER [REDACTED]
7. HAS YOUR AGENCY CONTRACTED FOR THESE SERVICES BEFORE? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (If Yes, enter prior Contractor Name and Agreement Number) PRIOR CONTRACTOR NAME _____ PRIOR AGREEMENT NUMBER _____		

8. BRIEF DESCRIPTION OF SERVICES

Voter Outreach and Public Education Services 2020 General Election

9. AGREEMENT OUTLINE (Include reason for Agreement: Identify specific problem, administrative requirement, program need or other circumstances making the Agreement necessary; include special or unusual terms and conditions.)

Emergency Agreement - SOS Office's Vote Safe California outreach and public education campaign is to ensure that the 2020 election is safe, free, fair, accessible, and secure for all California voters. This project supports the implementation of the statewide mandates of the Help America Vote Act of 2002 (HAVA) as it relates to the Consolidated Appropriations Act of 2020 and the CARES Act due to the COVID-19 pandemic. As part of these mandates, the urgency of the statewide election.

10. PAYMENT TERMS (More than one may apply)

Monthly Flat Rate Quarterly One-Time Payment Progress Payment
 Itemized Invoice Withhold _____ % Advanced Payment Not To Exceed _____ or _____ %
 Reimbursement / Revenue
 Other (Explain) _____

11. PROJECTED EXPENDITURES

FUND TITLE	ITEM	FISCAL YEAR	CHAPTER	STATUTE	PROJECTED EXPENDITURES
Federal Funds	0890-101-0890	20/21	6	2020	35,000,000.00

OBJECT CODE Please see below-	AGREEMENT TOTAL	35,000,000.00
OPTIONAL USE 08905910 / 0705000402 = 10,000,000.00 08905910 / 0705000512 = 23,000,000.00 08905910 / 0705000261 = 2,000,000.00	AMOUNT ENCUMBERED BY THIS DOCUMENT	35,000,000.00
	PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT	0.00

I certify upon my own personal knowledge that the budgeted funds for the current budget year are available for the period and purpose of the expenditure stated above.

TOTAL AMOUNT ENCUMBERED TO DATE	35,000,000.00
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ACCOUNTING OFFICER'S SIGNATURE [REDACTED]	ACCOUNTING OFFICER'S NAME (Print or Type) Kristin Dagsher	DATE SIGNED 8/25/2020
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12. AGREEMENT

AGREEMENT	TERM FROM	TERM THROUGH	TOTAL COST OF THIS TRANSACTION	BID, SOLE SOURCE, EXEMPT
Original	08/13/2020	12/15/2020	35,000,000.00	Exempt
Amendment 1				
Amendment 2				
TOTAL			35,000,000.00	

13. BIDDING METHOD USED

- Request for Proposal (RFP) (Attach justification if secondary method is used)
 Use of Master Service Agreement
 Invitation for Bid (IFB)
 Exempt from Bidding (Give authority for exempt status)
 Sole Source Contract (Attach STD. 821)
 Other (Explain) PCC 1102 - Please see attached justification

Note: Proof of advertisement in the State Contracts Register or an approved form STD. 821, Contract Advertising Exemption Request, must be attached

14. SUMMARY OF BIDS (List of bidders, bid amount and small business status) (If an amendment, sole source, or exempt, leave blank)

15. IF AWARD OF AGREEMENT IS TO OTHER THAN THE LOWER BIDDER, EXPLAIN REASON(S) (If an amendment, sole source, or exempt, leave blank)

16. WHAT IS THE BASIS FOR DETERMINING THAT THE PRICE OR RATE IS REASONABLE?

Costs have been deemed fair and reasonable based upon market research efforts for these services; as well as cost comparisons with similar services utilized by other State agencies, such as Government Operations Agency Contract #CCC-19-50001.

17a. JUSTIFICATION FOR CONTRACTING OUT (Check one)

- Contracting out is based on cost savings per Government Code 19130(a). The State Personnel Board has been so notified.
 Contracting out is justified based on Government Code 19130(b). When this box is checked, a completed JUSTIFICATION - CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 547.60 must be attached to this document.
 Not Applicable (Interagency / Public Works / Other _____)

17b. EMPLOYEE BARGAINING UNIT NOTIFICATION

- By checking this box, I hereby certify compliance with Government Code section 19132(b)(1).

AUTHORIZED SIGNATURE

SIGNER'S NAME (Print or Type)

DATE SIGNED

Shannon Kauffman

8/25/2020

18. FOR AGREEMENTS IN EXCESS OF \$5,000: Has the letting of the agreement been reported to the Department of Fair Employment and Housing? No Yes N/A

19. HAVE CONFLICT OF INTEREST ISSUES BEEN IDENTIFIED AND RESOLVED AS REQUIRED BY THE STATE CONTRACT MANUAL SECTION 7.10? No Yes N/A

20. FOR CONSULTING AGREEMENTS: Did you review any contractor evaluations on file with the DGS Legal Office? None on file No Yes N/A

21. IS A SIGNED COPY OF THE FOLLOWING ON FILE AT YOUR AGENCY FOR THIS CONTRACTOR?

A. Contractor Certification Clauses B. STD 204 Vendor Data Record

- No Yes N/A
 No Yes N/A

22. REQUIRED RESOLUTIONS ARE ATTACHED

- No Yes N/A

23. IS THIS A SMALL BUSINESS AND/OR A DISABLED VETERAN BUSINESS CERTIFIED BY DGS?

- No Yes

SB/DVBE Certification Number:

24. ARE DISABLED VETERANS BUSINESS ENTERPRISE GOALS REQUIRED? (If an amendment, explain changes if any) No (Explain below) Yes _____ % of Agreement

DVBE goals were not targeted for this transaction.

25. IS THIS AGREEMENT (WITH AMENDMENTS) FOR A PERIOD OF TIME LONGER THAN THREE YEARS? No Yes (If Yes, provide justification below)

I certify that all copies of the referenced Agreement will conform to the original agreement sent to the Department of General Services.

SIGNATURE DocuSigned by:

NAME/TITLE (Print or Type)

DATE SIGNED

Shannon Kauffman

8/25/2020

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JUSTIFICATION - CALIFORNIA CODE OF REGULATIONS, TITLE 2, SECTION 547.60

In the space provided below, the undersigned authorized state representative documents, with specificity and detailed factual information, the reasons why the contract satisfies one or more of the conditions set forth in Government Code section 19130(b). Please specify the applicable subsection. Attach extra pages if necessary.

(b)(10)- Services are urgent/temporary/occasional in nature as this project supports the implementation of the statewide mandates of the Help America Vote Act of 2002 (HAVA) as it relates to the Consolidated Appropriations Act of 2020 and the CARES Act due to the COVID-19 pandemic. As part of these mandates, the urgency of the statewide election with a compressed timeline (3 months until Election Day) and the pandemic are a one-time temporary need of these services; therefore, these services can not be performed by civil service or another State department at this time.

The undersigned represents that, based upon his or her personal knowledge, information or belief the above justification correctly reflects the reasons why the contract satisfies Government Code section 19130(b).

SIGNATURE Signed by: [REDACTED]	NAME/TITLE(Print or Type) Shannon Kauffman Bus. Ops Mgr	DATE SIGNED 8/25/2020
PHONE NUMBER [REDACTED]	STREET ADDRESS 1500 11th Street	
EMAIL [REDACTED]	CITY Sacramento	STATE ZIP CA 95814

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6a. CONTRACT ANALYST NAME Shannon Kauffman	6b. EMAIL [REDACTED]	6c. PHONE NUMBER [REDACTED]

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PRIOR CONTRACTOR NAME

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Local Assistance - Voter Outreach and Public Education Services

9. AGREEMENT OUTLINE (Include reason for Agreement: Identify specific problem, administrative requirement, program need or other circumstances making the Agreement necessary; include special or unusual terms and conditions.)

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11. PROJECTED EXPENDITURES

FUND TITLE	ITEM	FISCAL YEAR	CHAPTER	STATUTE	PROJECTED EXPENDITURES
Federal Funds	0890-101-0890	20/21	6	2020	12,000,000.00
General Fund	0890-101-0001	20/21	6	2020	23,000,000.00

OBJECT CODE Please see below-	AGREEMENT TOTAL	35,000,000.00
OPTIONAL USE 08905910 / 0705000401 = 10,000,000.00 08905910 / 0705000512 = 23,000,000.00 08905910 / 0705000282 = 2,000,000.00	AMOUNT ENCUMBERED BY THIS DOCUMENT	35,000,000.00
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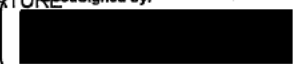


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The undersigned represents that, based upon his or her personal knowledge, information or belief the above justification correctly reflects the reasons why the contract satisfies Government Code section 19130(b).

SIGNATURE Signed by:  6A0130011E474C9	NAME/TITLE(Print or Type) Shannon Kauffman Bus. Ops Mgr	DATE SIGNED 9/22/2020
PHONE NUMBER 	STREET ADDRESS 1500 11th Street	
EMAIL 	CITY Sacramento	STATE ZIP CA 95814