STATE OF CALIFORNIA
AGREEMENT SUMMARY
STD 215 (Rev. 08/2017)

1. CONTRACTOR'S NAME
   SKDKnickersbocker 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?
   No [ ] Yes [ ]
   [Redacted] 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
   [X] Itemized Invoice
   [ ] Withhold ________ %
   [ ] Reimbursement / Revenue
   [ ] Other (Explain)

   [ ] One-Time Payment
   [ ] Progress Payment
   [ ] Advanced Payment Not To Exceed ________ or ________ %

11. PROJECTED EXPENDITURES

<table>
<thead>
<tr>
<th>FUND TITLE</th>
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<th>CHAPTER</th>
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<td>08905910 / 0705000261 = 2,000,000.00</td>
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   AMOUNT ENCUMBERED BY THIS DOCUMENT 35,000,000.00
   PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT 0.00
   TOTAL AMOUNT ENCUMBERED TO DATE 35,000,000.00

   ACCOUNTING OFFICER'S SIGNATURE
   [Redacted]

   ACCOUNTING OFFICER'S NAME (Print or Type)
   Kristin Dagher

   DATE SIGNED
   8/25/2020

Page 1 of 3
**STATE OF CALIFORNIA**
**AGREEMENT SUMMARY**
STD 215 (Rev. 08/2017)

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13. BIDDING METHOD USED
- [ ] Request for Proposal (RFP) (Attach justification if secondary method is used)
- [X] Invitation for Bid (IFB) (Exempt from Bidding (Give authority for exempt status))
- [ ] Use of Master Service Agreement
- [ ] 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 those services as well as cost comparisons with similar services utilized by other State agencies, such as Government Operations Agency Contract #CCG-19-50001.

17a. JUSTIFICATION FOR CONTRACTING OUT (Check one)

- [X] Contracting out is justified based on Government Code 19130(e). The State Personnel Board has been so notified.
- [ ] Not Applicable (Interagency / Public Works / Other ____________________________)

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.

17b. EMPLOYEE BARGAINING UNIT NOTIFICATION

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

18. FOR AGREEMENTS IN EXCESS OF $5,000: Has the letting of the agreement been reported to the Department of Fair Employment and Housing?

- [X] Yes
- [ ] No
- [ ] N/A

19. HAVE CONFLICT OF INTEREST ISSUES BEEN IDENTIFIED AND RESOLVED AS REQUIRED BY THE STATE CONTRACT MANUAL SECTION 7.10?

- [X] Yes
- [ ] No
- [ ] N/A

20. FOR CONSULTING AGREEMENTS: Did you review any contractor evaluations on file with the DGS Legal Office?

- [X] Yes
- [ ] No
- [ ] 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

- [X] Yes
- [ ] No
- [ ] N/A

22. REQUIRED RESOLUTIONS ARE ATTACHED

- [X] Yes
- [ ] No
- [ ] N/A

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

- [X] Yes
- [ ] No

24. ARE DISABLED VETERANS BUSINESS ENTERPRISE GOALS REQUIRED? (If an amendment, explain changes if any)

- [X] Yes (Explain below)
- [ ] No

DVBE goals were not targeted for this transaction.

25. IS THIS AGREEMENT (WITH AMENDMENTS) FOR A PERIOD OF TIME LONGER THAN THREE YEARS?

- [X] Yes (If Yes, provide justification below)
- [ ] No

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

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<td>[Redacted]</td>
<td>Shannon Kauffman</td>
<td>8/25/2020</td>
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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).

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<tbody>
<tr>
<td></td>
<td>Shannon Kauffman</td>
<td></td>
<td>1500 11th Street</td>
<td></td>
<td></td>
<td>CA</td>
<td>95814</td>
</tr>
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STATE OF CALIFORNIA
AGREEMENT SUMMARY
STD 215 (Rev. 08/2017)

[Image 0x0 to 612x790]

8. BRIEF DESCRIPTION OF SERVICES

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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PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT 0.00
TOTAL AMOUNT ENCUMBERED TO DATE 35,000,000.00

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.

ACCOUNTING OFFICER'S SIGNATURE

ACCOUNTING OFFICER'S NAME (Print or Type) Kristin Dagshere

DATE SIGNED 9/22/2020
**STATE OF CALIFORNIA**
**AGREEMENT SUMMARY**
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- [x] 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 547.80 must be attached to this document.
- [ ] Not Applicable (Interagency / Public Works / Other)

17b. EMPLOYEE BARGAINING UNIT NOTIFICATION
- [x] By checking this box, I hereby certify compliance with Government Code section 19132(b)(1).

**AUTHORIZED SIGNATURE**

**SIGNER'S NAME (Print or Type)** Shannon Kauffman  **DATE SIGNED** 9/22/2020

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  **[x]** Yes  **[ ]** N/A

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**SIGNATURE** DecuSigned by:  **NAME/TITLE (Print or Type)** Shannon Kauffman  **DATE SIGNED** 9/22/2020
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