

# State of Colorado

## Department of State



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### Statewide Electronic Pollbook

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### **RFP #: CDOS-EPOLL-1**

Response to Inquiries

November 22, 2013

Can we assume CDOS will be purchasing the required hardware and software for this project, collocate within the SCORE infrastructure, and be responsible for renewing and maintaining the hardware and software contracts with the third party vendors at CDOS's cost?

CDOS Response: Any response to this RFP requiring the augmentation of the CDOS data centers should include specifications of any additional hardware and software needed. CDOS is responsible for purchases and maintenance of SCORE infrastructure hosted at CDOS data centers.

Who will be responsible for the cost and maintenance of SSL Certificate? This question is related to our previous question.

CDOS Response: CDOS will be responsible for SSL within the CDOS data centers. Vendor is responsible for the cost and maintenance of any additional SSL requirements outside CDOS data centers.

Can you please provide number of state users and number county users who will need to be trained on the application? Will we be responsible for training temporary poll (election) workers?

CDOS Response: Application Training for 10 state users and 150 county users. Vendor is not responsible for training temporary poll workers.

Do the training sessions have to be in-person class-room style or can the vendor utilize online web based training?

CDOS Response: Vendor may utilize online web based training for Application Training. Architecture, Software, Database, and Maintenance Training should be conducted in-person at CDOS.

If the training required is class-room style will CDOS provide an adequately equipped training facility?

CDOS Response: Yes

Does CDOS prefer that the vendor incorporate the System Requirements document into the Business Proposal section of the response or should the System Requirements response be a separate document?

CDOS Response: The System Requirements response must be included in the sealed "Business Proposal" package and may be a separate document within.

Will CDOS or the individual Counties be responsible for procuring all required hardware and software at the various polling locations? Like Laptops, Barcode readers, printers, etc.

CDOS Response: Individual Counties are responsible for procuring hardware and software for use at VSPC locations.

Is it possible for CDOS to provide a description of the printing devices they are expecting to utilize so that the vendor can determine interfacing capabilities with the application?

CDOS Response: Most counties print using Dymo LabelWriter 400. Some counties have upgraded to Dymo LabelWriter 450.

Please describe the type of image to be captured? Is CDOS expecting just voter's signature, the picture of the voter, or signed voter registration form?

CDOS Response: The image should be a .jpg or similar format and only a picture of the voter.

Is the vendor responsible to provide the hardware for the capturing the required images (such as digital camera, scanner and/or sign-pad.)?

CDOS Response: No. Any hardware required to meet this requirement with your proposed system should be specified.

Can CDOS describe the quantities of the hardware needed?

CDOS Response: N/A as prior response was “No”.

Will the proposed solution be able to directly access and interact with the SCORE database built in Oracle?

CDOS Response: This will depend on the architecture and possible security considerations. If a solution is hosted solely within the SCORE infrastructure it may have direct database access.

How many types of DRE systems are there?

CDOS Response: There are 4 different DRE systems in use in Colorado.

If there is more than one DRE system, does the vendor need to implement different interfaces for each one?

CDOS Response: No.

Does each of the DRE systems already have interface capability with defined file formats, etc?

CDOS Response: There is one system that CDOS is aware of: Diebold VC Programmer.

If so, could you provide more detail about the interfaces (such as file exchanges or web service etc)?

CDOS Response: When a DRE access card is requested from SCORE, the SCORE system saves a text file to a configurable folder on the client’s file system. The DRE system has a file watcher on this folder and triggers their process. The contents of the file should be sufficient for any DRE system to utilize. The file contains the following information about the ballot.

PRECINCT

BALLOT\_STYLE

SPLIT\_ID

How many types of BOD systems are there?

CDOS Response: There are 3 different BOD systems in use in Colorado.

If there is more than one BOD system, does the vendor need to implement different interfaces for each one?

CDOS Response: Similar to the DRE interface, it is file based and the contents of the BOD file should be sufficient for any BOD system to utilize. The file contains the following information about the ballot being printed.

VOTING\_METHOD ("M" for mail/mail-in ballots, "E" for early voting ballots, "V" for vote center ballots)

BALLOT\_ID

ELECTION\_ID

VOTER\_ID

PRECINCT

DISTRICT\_STYLE

SECOND\_VENDOR\_STYLE

SYSTEM\_BALLOT\_STYLE

BALLOT\_NUM  
BALLOT\_TYPE (Original/Replacement)

Is it acceptable for the vendor to utilize Microsoft's Team Foundation Server (TFS), located in the vendor's highly secure Tier 3 data center, for managing configuration and code?

CDOS Response: Yes, so long as State of Colorado security requirements are met.

May the vendor use a hosted code management tool (which is currently used to support other States' software applications) in the vendor's environment?

CDOS Response: Yes, so long as State of Colorado security requirements are met.

RFP #: CDOS-EPOLL-1, Document 2 of 3, Statewide Electronic Pollbook System Requirements, page 2, limits the narrative to 125 words to address each requirement. Can vendors provide supplemental pages to provide additional content to exceed the 125 word limit? This may be necessary to show screen shots and adequately explain responses.

CDOS Response: Sure. Additional information may not be considered but can be included if you deem it necessary.

In order to alleviate the risk and cost associated with modifying an existing Electronic Pollbook System to interface with the SCORE system, would modifying Colorado's existing Electronic Pollbook System software to meet the specified requirements, rather than developing/purchasing a new system, be a viable option? If so, can specs and capabilities of the current Electronic Pollbook System be provided?

CDOS Response: No. No.

**Requirement R-3-3:**

The requirement specifies that image files will be uploaded at the completion of each election.

Are these to be uploaded to the SCORE system, the Electronic Pollbook System, or a separate archive server?

CDOS Response: The SCORE system.

If the later, is this server to be provided and managed by the State or the Electronic Pollbook System vendor?

CDOS Response: CDOS

If this is a State-run server, what are the storage, connectivity, processing, and bandwidth capacities of this server?

CDOS Response: These would be determined during the project.

**Requirement B-1-5, B-2-1:**

What is meant by a "ballot number?" Is this a number unique to each individual ballot, or each ballot type?

CDOS Response: Ballot Number comes from a sequence unique to a ballot style for each election. Ballot Style 1 may have a sequence of 1 through 100. Ballot Style 2 may also have a sequence of 1 through 100. As ballots are issued from a particular ballot style, the next available number is associated to the individual ballot. This is used for reconciling the number of ballots issued and for inventory tracking purposes.

**Requirement P-1-1:**

Will the state be supplying label printers for each location, or is that expected to be included in

vendor proposals? If the former, what are the make/model(s) of the label printer(s) currently in use?

CDOS Response: This RFP is not to purchase any label printers. Counties are responsible for purchasing and maintaining printers used at VSPC locations. Most counties currently use Dymo LabelWriter 400. Some counties have upgraded to Dymo LabelWriter 450.

**Requirement P-1-1:**

In the pollbook RFI, a functional requirement to capture signatures electronically was initially included. This requirement was removed from the RFP, replaced with printed labels to affix to blank signature cards. Additionally, an optional requirement for digital images of voters was added. Why was the change to physical media made with regard to signatures, while a potentially larger commitment to digital media was added for voter images?

CDOS Response: After reviewing business processes it was determined that capturing signatures electronically would be a duplication of effort. The optional requirement for digital images of voters is unrelated to electronic signature capture referenced in the RFI.

**Requirement O-1-3 and O-1-5** would seem to contradict each other. Should O-1-3 be considered an optional requirement?

CDOS Response: These do not contradict. O-1-3 applies to statewide datasets of sensitive information (Any dataset containing sensitive information of more than one county). O-1-5 applies to any dataset containing sensitive information.

**Requirement I-1-1:**

The requirement specifies that Electronic Pollbook Systems will interface with SCORE in real time.

Is this meant to imply that SCORE will be the central repository of all Electronic Pollbook System Data and that Electronic Pollbooks are nothing more than UI around SCORE data?

CDOS Response: No. It means that SCORE will be considered the official record of the information referred to in the System Interface requirements. An Electronic Pollbook System may consist of more than just UI around SCORE.

How is communication between the Electronic Pollbook System and SCORE accomplished? Web service? API? VPN? SSL?

CDOS Response: This has not been determined and will depend on the solution.

How many concurrent connections can SCORE support? Is there sufficient bandwidth to accommodate up to 5000 simultaneous voter searches and eligibility checks, or will requests be required to come from a centralizing pollbook server?

CDOS Response: CDOS is confident that SCORE can support the system requirements as described in this RFP including 5,000 concurrent connections.

Does SCORE feature a request queue or other means to store and prioritize request overflows, or in the event of high volume is this expected to be functionality of the Electronic Pollbook System?

CDOS Response: SCORE has multiple levels of request queuing including web and database requests. Request queues are not a specific requirement.

What SLA's will be expected of the Electronic Pollbook System?

CDOS Response: Refer to Section 4.24 of the RFP Document 1.

**Requirement I-2-1:**

What is the method of connectivity to the DRE system? Web service? API? VPN? SSL? Etc.

CDOS Response: It is a file based interface. The DRE system watches a hot folder.

Is the DRE system standard across all VSPCs or do different centers utilize different machines?

CDOS Response: There are 4 different DRE systems in use. Only one DRE system interface has been tested by CDOS.

**Requirement I-3-1:**

What is the method of connectivity to the BOD system? Web service? API? VPN? SSL, etc.?

CDOS Response: It is a file based interface. The BOD system watches a hot folder.

Is the BOD system standard across all VSPCs or do different centers utilize different machines?

CDOS Response: There are 3 different BOD systems in use. Only one BOD system interface has been tested by CDOS.

**Requirement S-2:**

Is adequate wireless connectivity available and standardized at all VSPCs? What is the minimum guaranteed speed? What encryption is present?

CDOS Response: Counties are responsible for network and internet connectivity at VSPC locations.

Will the CDOS cover the cost of the ESCROW for this project?

CDOS Response: Cost of escrow should be included in your response. As stated in the RFP it has not been determined who will bear that cost. However, CDOS can serve as the Escrow Agent.

Could you please detail the expected scope of the on-site support?

CDOS Response: CDOS' expectation is that on-site support would provide rapid response to any issues that arise during the on-site support period.

Are key personnel required to be allocated 100% to the project?

CDOS Response: No

Please define what the CDOS considers to be sensitive voter registration data?

CDOS Response: Specific fields will be determined during the project. Examples include Drivers License, Date of Birth, SSN, and Addresses.

Page 10, S-1-1, is the vendor required to provide networking hardware?

CDOS Response: Only if the solution requires server components hosted externally from the SCORE infrastructure. No VSPC client hardware is being purchased as part of this RFP.

Page 10, S-3-1 is the vendor required to provide hardware and operating systems?

CDOS Response: Only if the solution requires server components hosted externally from the SCORE infrastructure. No VSPC client hardware is being purchased as part of this RFP.

Could you please detail the offline system requirements? For example should it also be capable of searching 4M voters?

CDOS Response: CDOS is interested in 1 core offline function: Ballot Style Lookup. Ballot

Style Lookup would be used to issue the correct ballot style when the voter's eligibility cannot be determined real-time.

Is any synchronization needed directly between the epollbooks in addition to SCORE?

CDOS Response: This is an online system. Devices accessing the electronic pollbook must synchronize with SCORE.

Will the cost be evaluated using the grand total cell in the Cost Tables? Could you please provide more details on how cost will be evaluated?

CDOS Response: Yes. The entire Cost Proposal will be evaluated to ensure costs are reasonable. The evaluation committee will be familiar with costs associated to similar systems and will consider all cost tables as they relate to the proposed solution.

Could you please provide a breakdown of the technical evaluation criteria?

CDOS Response: The evaluation committee will rank all proposals based on how well they meet system requirements. Numerical scoring of the responses will be available at the conclusion of the evaluation.

Does the Department of State intend to perform IV&V on the project? If so, will the IV&V be performed by a vendor or resources internal to the state?

CDOS Response: This has not been determined.