



October 20, 2017

To: All Potential Respondents
From: Kelli Sizenbach, Purchasing Agent
Subject: RFP1418635021

Addendum One

Please amend the subject RFP to include answers to the following timely received questions:

Q1. What voting equipment vendors are used in the State of Iowa? Which ones have the ability to send data to another system? What code languages are these programs written in?

A1. That information can be found at <https://sos.iowa.gov/elections/votingep/index.html>

Q2. By public-facing website options available, does the State mean platforms available such as Drupal, WordPress, Dotnetnuke and/or the design options available, custom vs the Iowa Web Template?

A2. Custom

Q3. Where will the data from the Federal level races be sourced from? Will the State and County level races be sourced from the same place?

A3. Auditors compile their numbers using their voting equipment vendors' platforms. They can then export that data in either XML, fixed-width, or CSV/PSV files, depending on the vendor.

Q4. Will the State and County level races be sourced from the same place?

A4. See above.

Q5. Where is the data from the precincts coming from?

A5. See Q3 above.

Q6. Is the State really asking for a maintenance and support agreement for 5 years so that we may provide support during elections etc.?

A6. Maintenance and support for the duration of the contract.

Q7. What types of file formats need to be imported and exported to and from the website? Does the SOS office have examples of all of the files types on hand? If not, will they by the time to contract is signed, or will the chosen Respondent be responsible for finding them?

A7. File formats varies depending on the vendor/platform: Fixed-width, XML, and CSV/PSV files. SOS has examples from 2016 general election.

Q8. How will the list of vendors and data be provided to the chosen Respondent?

A8. Once chosen, SOS will work with vendors and Respondent to obtain necessary information.

Q9. Please describe all of the reports that the State would like to see for the Federal, State, and County races.

A9. See Section 4.1.3

Q10. Please describe what media reporting packages the State would like available for the media.

A10. Just an export file, preferably using common-data format developed by NIST. There is background information on how/why CDF for elections is developed, and link to more technical information here: <http://www.ncsl.org/research/elections-and-campaigns/the-canvass-september-2017.aspx>

Q11. What information does the State expect to be entered manually. Who will be entering this information manually? How many user levels will be needed for manual entry?

A11. Based on 2016, we anticipate a handful of counties to manually enter county-wide results. Two levels are probably necessary: county access for their results, and a state-level option for SOS to enter/override county numbers, if necessary.

Q12. Do you want to restrict manual entry users to certain counties, certain data types, certain regions, or will they need a secondary approval before publishing live on the site? How would you like to review the user logs?

A12. Manual entry should be available for all counties as a fail-safe. SOS will be interested in seeing this information.

Q13. Will the same information be entered in from all counties, precincts, and/or vendors? What types of data will be entered, quantitative only, or qualitative as well?

A13. Quantitative only.

Q14. Is the county importing the results, is the Secretary of State office importing the results, and/or will the vendor be responsible for importing the results?

A14. Counties should have their own log-ins to upload the data.

Q15. What does the State mean by “Abstracts of votes”?

A15. Abstracts are official documents that list the candidates, winners, and vote totals of each election race. Examples can be provided.

Q16. Please define what part the website/software developed will play in Winner certificates of election? What output is the chosen Respondent expected to provide?

A16. Some counties and the SOS use ENR site/reports, once finalized, to generate their canvass materials and certificates.

Q17. Regarding the Turnout Report: Where will the chosen Respondent get overall population data (to determine % of turnout) Or will this only be raw turnout data?

A17. Both, raw turnout will need to be displayed during election night. Post-election reporting turnout will be based off of total registered voters from the voter registration system.

Q18. Can the State please clarify what it means by Warranty in regards to web software.

A18. Warranty on the website itself.

Q19. If the following question is applicable to the statement about what Warranty means in regards to web software then please provide an answer. Does the State expect that the support for adding additional files types, imports, users, etc every year as part of the project cost or as part of the annual extensions?

A19. Voting equipment vendors sometimes alter their export formats. Before each even-year primary, SOS will determine whether updates are necessary to those.

Q20. What are the tech stack or infrastructure requirements if any?

A20. Microsoft preferred, not required.

Q21. Who is the main point of contact through this project?

A21. This information will be provided to the winning respondent.

Q22. What does the approval process look like?

A22. All proposals will be evaluated based on their technical and cost proposals.

Q23. How many stakeholders are there?

A23. Voters, candidates for office at local, state and federal levels, 99 county auditors in their roles as commissioners of elections, SOS, the people of Iowa, generally.

Q25. Would additional funds be available if the State expands the scope of the project?

A25. Expansion is unlikely.

Q26. Is the launch date negotiable?

A26. No

Q27. Is there a launch party or press release planned for March 1st?

A27. To be determined.

Q28. Is the State interested in a public outbound API for integration on Media, News, and Blog sites?

A28. Optional features can be provided in technical and cost proposals.

Q29. Is the State interested in real time updates (no page refresh required)?

A29. Yes.

Q30. Is the State interested in real time updates to open graph tags to make sharing better?

A30. Optional features can be provided in technical and cost proposals.

Q31. Would this system play any official role in the vote counting / certification process (i.e. is this the only electronic system that will be used to certify results)? Is this the only process short of counting paper ballots?

A31. ENR is unofficial. However, some counties may use the system to compile their official canvass reports in the days following. Canvass reports are compiled and reviewed by the county auditor and approved by board of supervisors for county-level races. SOS uses those reports to generate the statewide canvass.

Q32. How likely are data formats to change in the month or two before election day?

A32. Very unlikely

Q33. Would the individuals working on this website be precluded from working on particular campaigns outside of their capacity as employees of the chosen Respondent? If yes, what types of campaigns would those be?

A33. We would ask that those be relationships be disclosed due to the nature of the work. In the event the Respondent was selected, we may further require assurances or firewalls be put in place.

Q34. Please verify that this is intended to read 'Import' not 'Export' Election results from all vendors in to website.

A34. Data needs to be imported and exported from the website.

Q35. For purposes of preparing the budget, would it be possible for you to limit the capability to accept elections exports to the vendor tabulation systems currently in use by the counties in Iowa?

A35. If the question is asking whether we expect any new file formats before March 1, then no. However, we can't say that it won't happen. Any changes to formats after March 1 is very unlikely.

Q36. Can you please list current vendor tabulation systems used in State of Iowa?

A36. <https://sos.iowa.gov/elections/pdf/approvedvotingsystems.pdf>

Q37. Due to each county setting up their own ballot office / measure titles and candidate names, there will be some level of interaction / communication with the counties for uploading the data to ENR system and some level of data cleansing if the incoming data from the counties is not standard. Does the state want the vendor to manage all the communication and data management activities directly with the counties or will the state assume responsibility for standardizing the ballot title, candidate names, etc.?

A37. State will manage communication, with support from vendor. This is one of the major obstacles in building the ENR system.

Q38. Is manual entry capability required at the race level or the precinct level?

A38. Race level.

Q39. Is manual entry capability for statewide races only or for statewide and county races?

A39. Either.

Q40. Does the State prefer State-hosted or vendor-hosted solutions?

A40. The state is open.

Q41. How many users require training? How many system administrators require training?

A41. Approximately 100, training is expected to be offered via webinar.

Q42. Does IA DAS desire this website to be mobile-friendly?

A42. Desire, yes. Require, no.

Q43. The RFP states a desired go-live date of March 1 2018 (RFP section 1.4). When does the first official election take place that will leverage the new ENR website?

A43. The primary will take place in June. The weeks before then will see counties testing voting equipment and generating/practicing uploading files.

Q44. In regards to Section 4.1.1, can the State specify a single data format for the ENR upload and expect the county vendors to create their extracts in the format required by the State? If not, we will require the details of what vendor systems are used in the State, in how many different formats should we expect data to be uploaded, and the specifications for each variation to responsibly price this effort.

A44. File types are described in questions above. Examples can be provided.

Q45. Does the State require the navigation to data through interactive maps? If so: What variations/levels of map shape layers (i.e. County, Town, District, Precinct etc.) would the State require? Does the State have existing shape files, image maps, or similar mapping source files of towns, precincts, districts, etc. from which to work from?

A45. Maps would be nice, but are not required. SOS does not have shape maps, but Legislative Services Agency may. If we choose a vendor with this feature, we will help coordinate when possible, but it might be on the vendor to obtain the maps.

Please acknowledge receipt of this addendum by signing in the space provided below, and return this letter with your offer (do not send back separately).

I hereby acknowledge receipt of this addendum.

Signature

Date

Typed or Printed Name