

COUNTY OF LOS ANGELES

Registrar-Recorder/County Clerk

REQUEST FOR INFORMATION

RESPONSE TEMPLATE

FOR

VOTING SYSTEMS ASSESSMENT PROJECT

(VSAP)

RFI #17-001

April 24, 2017

---------------------------------------------------------------------------------

County of Los Angeles

Registrar-Recorder/County Clerk – Contracts Section

12400 Imperial Highway, Room 5115 Norwalk, CA 90650

[www.lavote.net](http://www.lavote.net)

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# Cover Page

*The Respondent’s Cover Page must include the RFI Title and Number (#17-001), Respondent Name and Address, and Date of the RFI Response Submission.*

<Response>

# Table of Contents

*The Respondent’s Table of Contents must contain page numbers corresponding to the sections and pages of its Response.*

<Response>

1. Respondent Identifying Information

*Provide all relevant information in Table 1 regarding the general profile of the Respondent.*

1. Respondent Identifying Information

|  |  |
| --- | --- |
| Vendor Profile | |
| **Company Name** |  |
| **Name of Parent Company** |  |
| **Type of Legal Entity (e.g., Corporation, Partnership, Limited Liability Company, etc.)** |  |
| **Company Headquarters City/State** |  |
| **Authorized Contact (First and Last Name)** |  |
| **Title** |  |
| **Office Address** |  |
| **Phone Number** |  |
| **Email Address** |  |
| **Number of Full Time Employees** |  |
| **Last Fiscal Year Company Revenue** |  |
| **% of Revenue from State and Local Government Clients in the United States** |  |
| **% of Revenue from IT Design and Implementation Services** |  |
| **Number of Years Vendor has been Providing the Type of Services Specified in this RFI – Describe briefly** |  |
| **Number of Projects Vendor has Delivered Related to the Type of Services Specified in this RFI**  **– Describe briefly** |  |

1. Executive Summary

*The Respondent’s Executive Summary shall describe the Respondent’s understanding of VSAP and its proposed approach to the VSAP implementation given its experiences and expertise. This Section shall be written for Executive Management and is limited to 10 pages.*

<Response>

1. Vendor Background and References
   1. Vendor Background

*In the space below, please provide an overview of the Respondent’s corporate background. This narrative should provide RR/CC with a clear understanding of the Respondent’s relevant experience and qualifications and services provided.*

<Response>

* 1. Vendor Customer Reference

*Provide all relevant information in Table 2 regarding the Respondent’s customer reference whose requirements are similar to the County’s requirements. If the Respondent would like to include additional client references, the Customer Reference table may be duplicated. Alternatively, instead of providing references, the Respondent may provide relevant case studies of projects that had similar requirements.*

1. Customer Reference #1

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Vendor Information** | | | | | |
| Vendor Name: | | Vendor Contact/Name: | | | |
| Project Dates: | | Vendor Contact Phone: | | | |
| **Customer Information** | |  | | | |
| Customer Organization: | | Customer Contact Name: | | | |
| Customer Phone: | | | |
| Customer Address: | | Customer Email: | | | |
| Customer Fax: | | | |
| **Project Information** | |  | | | |
| Total Vendor Staff: |  | | | |
| Project Objectives: | | | | | |
| Project Description: | | | | | |
| Vendor’s Involvement: | | | | | |
| Project Benefits: | | | | | |
| **Project Measurements** | | | | | |
| Estimated One-time Costs: | | Actual One-time Costs: | | | |
| Reason(s) for Change in One-time Cost: | | | | | |
|  | |  | | | |
| Original Value of Vendor’s Contract: | | Actual Total Contract Value: | | | |
| Reason(s) for Change in Value: | | | | | |
|  | |  | | | |
| Estimated Start & Completion Dates From: | |  | To: |  | |
| Actual Start & Completion Dates From: | |  | To: |  | |
| Reason(s) for Difference Between Estimated and Actual Dates: | | | | | |

1. Products and Services Offerings

*In Table 3, please mark which products and services the Respondent is interested in providing in support of the VSAP implementation. Respondents may check only the components that they are able to provide.*

1. Respondent’s Interest in VSAP Components

|  |  |  |
| --- | --- | --- |
| VSAP Component | Expectations | Please Indicate if Interested in Providing |
| **Vote By Mail** | * The software development of the Vote By Mail ballot design and layout, and the interfacing with the Elections Management System (EMS). * Certification by the California Secretary of State (shared responsibility). |  |
| **Interactive Sample Ballot** | * The development and implementation of the Interactive Sample Ballot software. * Certification by the California Secretary of State (shared responsibility). |  |
| **Ballot Marking Device** | * The development, manufacturing, assembly and implementation of the Ballot Marking Device software and hardware according to the design. This includes the privacy screen, the stand as well as the carrying case). * Certification by the California Secretary of State (shared responsibility). |  |
| **Tally System** | * Review and incorporate developed Tally System software prototype into a production solution. * The procurement of scanners and interfacing those scanners with the Tally System. * Certification by the California Secretary of State (shared responsibility). |  |
| **Thermal Printers** | * The printers necessary for the ePollbooks and the interfacing of them. * (Certification by the CA SOS (shared responsibility) and interfacing with the ePollbook and BMD. |  |
| **Maintenance and Support** | * Ongoing Maintenance and Support of all software and hardware components listed above. * Continued upgrade of all software components. * Servicing and repair of BMDs. |  |
| **Systems Integrator** | * The prime vendor who will be responsible for overseeing the overall implementation of the VSAP components listed above. |  |

*In the space below, please describe the products and services offered by the Respondent as applicable to the needs of VSAP as stated in the RFI. The following narrative should provide LA County with a general understanding of how the Respondent will be able to deliver the products and/or services marked in Table 3 above.*

<Response>

1. Vendor’s Proposed Approach to the VSAP Implementation

*LA County is seeking candid feedback from the vendor community that will help inform and shape its partnership approach that will result in a successful VSAP implementation. Responses provided below will be used for planning purposes only. Respondents are encouraged to provide responses to as many of the questions as possible, where applicable.*

* 1. Ongoing Maintenance and Support

RR/CC is considering including ongoing maintenance and support services in a solicitation for the selected vendor (and its subcontractors). RR/CC sees that approach as creating a partnership with the vendor to help ensure the success of the entire project, however, RR/CC is seeking input from the vendor community on this approach.

1. Would you be willing to provide the County ongoing maintenance and support services for the VSAP solution for a specified number of years? What would be an acceptable, minimum number of years?

<Response>

1. Would having an agreement with RR/CC for ongoing maintenance and support be an incentive to you in promoting the VSAP solution to other jurisdictions even though you would hold no IP license for it, but would have significant expertise and commitment to its success?

<Response>

1. What, if any, alternative approaches to ongoing maintenance and support do you see and in what ways would they be better for you, RR/CC and other jurisdictions?

<Response>

* 1. Thermal Printer Requirements

The VSAP design includes the use of thermal printers in two instances (integrated with a ballot activation device (e.g., ePollbook) and embedded in the BMD). Thermal printing was selected primarily for reliability and the absence of ink and ink wells. However, there are three requirements of the design that exceed any known thermal printing product, namely:

* The paper size (8” x 11” and 8” x 13.25”)
* The paper thickness (143 μm).
* The paper must be thermal on one-side only, as the reverse side will be used to inkjet a Ballot ID, in 1-D human readable barcode format, onto the ballot prior to tally.

1. What solutions do you foresee for resolving this issue?

<Response>

1. What alternatives might there be?

<Response>

1. What manufacturers of printers would you foresee as helping or assisting you in integrating the VSAP solution and why?

<Response>

* 1. Potential Partnership Model for VSAP

1. What experience have you had in developing software or hardware solutions that provided for cost sharing among multiple Jurisdictions? Did any arrangements include a Joint Powers Authority (under Section 6502 of the California Government Code) with a public agency?

<Response>

1. RR/CC believes the best approach to VSAP is to have a strong Systems Integrator with specialized subcontractors. Please describe and include a graphical depiction of how the team may be structured, and what role you would hold.

<Response>

1. Given your understanding of the County’s goals and its priorities, what is your recommended approach to help the County achieve the following?
   1. The retention of public trust in the voting system.

<Response>

* 1. The adoption of the voting system by other jurisdictions.

<Response>

* 1. Incentivizing the Systems Integrator beyond “work for hire” (payment for work performed) considering that the County will retain the software Intellectual Property (IP) of the components in scope for VSAP.

<Response>

* 1. Certification

1. Have you had experience in working with a public sector Certification Agency to test and certify a solution? If so, please describe.

<Response>

1. How similar was that experience to the certification process outlined in the State of California Voting System Standards? See <http://admin.cdn.sos.ca.gov/regulations/elections/california-voting-system-standards.pdf>

<Response>

1. What issues or concerns do you foresee regarding certification of voting systems in California and what steps could RR/CC take to address them?

<Response>

1. As mentioned in the RFI, RR/CC is in progress on prototyping new ECBMS functionality related to the ballot layout and software for the new Tally System. A selected vendor may be required, as part of the contract, to review and revise the developed prototype, provide the necessary documentation, and be responsible for certification of the new Tally System by the Secretary of State. What issues or concerns do you have regarding this approach?

<Response>

* 1. Intellectual Property (IP)

The County is currently expecting the following IP to result from VSAP. The County intends to protect and license this IP:

|  |  |
| --- | --- |
| * Design for Interactive Sample Ballot (ISB) | * Software developed for ISB |
| * Design for Ballot Marking Device (BMD) | * Software developed for BMD |
| * Design for Vote By Mail (VBM) | * Software developed for VBM |
| * Design for Tally System | * Software developed for Tally System |

Additionally, the County does intend to protect its IP for the BMD hardware as an integrated device. The County does not intend to retain the IP created for component hardware that may be developed for the VSAP solution, such as a new version of a thermal printer.

1. Have you had experience in developing software using any form of open source licensing or disclosing and transferring source code to the public domain? If so, please describe.

<Response>

1. Whether you have or have not had experience in developing software under an open source license, what issues or concerns do you foresee for VSAP and what steps could RR/CC take to address them?

<Response>

1. Have you had experience in developing IP on behalf of a public sector agency? If so, please describe including the details of ownership, cost and revenue sharing approach, and licensing conditions.

<Response>

1. Whether you have or have not had experience in developing IP on behalf of a public sector agency, what issues or concerns do you foresee for VSAP and what steps could RR/CC take to address them?

<Response>

1. Would you be interested in developing components of VSAP in a “work for hire” arrangement in which you were paid for the work performed but retained no IP of it? What issues or concerns do you foresee under this arrangement for VSAP and what incentives could RR/CC provide that would address them?

<Response>

1. As the Systems Integrator of the VSAP solution, what incentives would you recommend the County provide you to build the best possible system and enable you to see yourself as a partner with the County in spreading the adoption of the system to other jurisdictions?

<Response>

1. If the County IP License included a clause making it “forever free” software (which prevented it from ever being proprietary), what would you, as the developer, find sufficient to incentivize you beyond “work for hire”?

<Response>

1. Would you consider a Dual Licensing arrangement of the IP in which you, as the developer, had some exclusive rights not provided to anyone else? While still retaining the Open Source availability to all other entities, what exclusive rights would you consider minimal in your license?

<Response>

1. What form of Open Source licenses are you familiar with? Have you used any of them previously? Which one would you recommend for the VSAP solution and why? GPL? OPL? MPL? BSD? AL2? Other?

<Response>

* 1. Offshore Development

As indicated in the RFI, RR/CC is aware of the increasing degree to which firms have software and even hardware development offshore. Given the unique character of the VSAP products and their intimate relationship to the electoral process, RR/CC must ensure that public trust is maintained in the system. Additionally, the County may have legal restrictions related to offshore development and services.

1. Would a prohibition of offshore development of software in the VSAP solicitation be a concern to you?

<Response>

* 1. Would it raise the cost charged by you to RR/CC?

<Response>

* 1. What suggestions would you make to RR/CC regarding this issue?

<Response>

1. Would a prohibition of offshore development of hardware in the VSAP solicitation be a concern to you?

<Response>

* 1. Would it raise the cost charged by you to RR/CC?

<Response>

* 1. What suggestions would you make to RR/CC regarding this issue?

<Response>

1. Proposed High-Level Implementation Plan

*In the space below, please provide a high-level VSAP Implementation Plan based on the scope of products and/or services the Respondent is interested to provide. The Implementation Plan shall include key milestones and deliverables consistent with the suggested VSAP implementation timeline stated in the RFI and provided below. If the Respondent has concerns with the suggested timeline, please describe the reasons why and provide an alternative that can be achieved aligned to the County’s needs and goals. In Table 4, document all assumptions related to the proposed high-level Implementation Plan.*

*The targeted VSAP implementation timeline is as follows:*

* ***2018 Election (Pilot)****: New Tally System, Tally System scanners, new Vote By Mail ballots, Ballot Marking Devices (hardware and software) for Early Voting, and Interactive Sample Ballot (software)*
* ***2020 Election (Certification Achieved)****:**New Tally System, Vote By Mail, Ballot Marking Devices deployed at Vote Centers, and Interactive Sample Ballot*

<Response>

1. Assumptions

|  |  |  |
| --- | --- | --- |
| Item # | Assumption | Rationale |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

1. Pricing Information

*Please refer to the associated MS Excel Workbook to complete Section 7.*