



Fulton County, GA

# Department of Purchasing & Contract Compliance

June 18, 2015

**Re: 15RFP96522C-DR, ELECTION/ASSET MANAGEMENT SYSTEM**

Dear **Proposer(s)**:

Attached is one (1) copy of Addendum 1, hereby made a part of the above referenced **15RFP96522C-DR, Election/Asset Management System**.

Except as provided herein, all terms and conditions in the **15RFP96522C-DR** referenced above remain unchanged and in full force and effect.

Sincerely,

*Donald R. Riley*

**Donald R. Riley, CPPB  
Assistant Purchasing Agent**

Winner 2000 - 2009 Achievement of Excellence in  
Procurement Award • National Purchasing Institute



**15RFP96522C-DR, ELECTION/ASSET MANAGEMENT SYSTEM**  
**Addendum No. 1**  
**Page Two**

This Addendum forms a part of the contract documents and modifies the original RFP documents as noted below:

**Attached hereto are responses to questions submitted in reference to the above RFP.**

Except as provided herein, all terms and conditions in the bid referenced above remain unchanged and in full force and effect.

Failure to return a signed copy of this addendum could render your bid non-responsive.

**ACKNOWLEDGEMENT OF ADDENDUM NO. 1**

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Department of Purchasing, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30303 by the RFP due date and time **JUNE 24, 2015 at 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 1, \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Legal Name of Bidder

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Title

**Question 1:** Please explain/clarify the complexity and options (web services, overnight file-feed, etc.) to integrate with the state Voter Registration system?

**Response:** The Georgia Secretary of State posts a flat file consisting of voter registration data at various intervals through the day. It will be the vendor's responsibility to explore and coordinate directly with the County and SOS for the data file.

**Question 2:** Please clarify the required expertise in integrating with a state voter registration system for a vendor to best qualify for this RFP.

**Response:** The expertise required is that of a database operator or administrator who is intimately familiar with data file conversion and data file formats.

**Question 3:** How many users would require training?

**Response:** The estimated quantity to be trained is less than 12 staff members. a train-the-trainer format is undesirable during the initial stand-up due to unforeseen and projected personnel turnover. For the initial install and testing, the user department desires an onsite trainer for all to get the benefit of first hand training.

**Question 4:** Are you interested in a "Train-the-Trainer" model?

**Response:** No. The County is not interested in a "Train-the-Trainer" model at this time.

**Question 5:** Is data conversion in the scope? If so, how much? How many databases? How many tables? What is the native format of the data?

**Response:** No. The County does not see where it would be required. If a respondent want to review historical training data from previous elections, we'll maintain the database. If you want them to convert the data, it may be easier to provide a csv file of the required information such as trainees, training dates, scores, etc.

If so, how much?

**Response:** Since November 2013.

How many databases?

**Response:** 1 database

How many tables?

**Response:** 20+

What is the native format of the data?

MS SQL 2008 R2

**Question 6:** How many ePollbooks are you interested in using in each poll place?

**Response:** The County will have three (3) laptops at each early voting facility; for planning purposes the County plans to use ninety (90) total units.

**Question 7:** How many poll places are under the County's jurisdiction?

**Response:** There are a total of two hundred seventeen (217) polling locations. Please note that the County will employ pollbooks at early polling facilities **ONLY**.

**Question 8:** For the Project/Task Management portion of the solution, what are the types of tasks that you do? POLL WORKER TRAINING, FACILITY RESERVATIONS, CODIFIED DATES FOR THINGS SUCH AS THE MAILING OF ABSENTEE BALLOTS, POSTING OF PUBLIC NOTICES, L&A PRODUCTIVITY, PROGRESS OF ELECTIONS TASK, ETC. How do those tasks/projects relate to election management, campaign finance, ePollbook, and so on?

**Response:** All user departmental tasks (including candidate campaign related tasks, file preparation for epollbook etc.... The successful proposer will be required to incorporate those tasks into the project management application for overall visibility of management and interim progress reporting. The functional responsibility for all voter registration and election preparation related tasks are the responsibility of the department.

**Question 9:** What is your anticipated implementation date for this solution?

**Response:** January 1, 2016.

**Question 10:** Because of the tight turnaround time from when the answers are posted to the due date of the response, we humbly request a two-week extension? The responses to our questions could affect our strategy and we want to be sure we provide the best response possible.

**Response:** This is a fixed date that cannot be altered and is not subjected to change.

**Question 11:** The subject RFP on page 5 of the PDF, Section 1 Introduction 1.1 Purpose, states "This will include availability for on-site training, application for poll book, campaign finance reporting, poll worker management and support for the two day prior to and two days following the first election in which the system has been utilized." The training is onsite, but is the support for two days before and after the first election also onsite?

**Response:** Yes... Due to the novelty and comprehensiveness of the required applications, the user organization does desire to have two (2) days prior and post-Election Day support.

**Question 12:** Application must identify differences in required data on the voter's ID with information from state voter registration system and automatically produce a new voter registration card to record the changes." Will the system have access to the Georgia DVM or other database so that it can compare the ID data to the Voter Registration data?

**Response:** Access to the data content of the relevant data elements of the Georgia DMV will be available. Access to this data content may be obtained by coordinating with the user department and/or with the Department of Information Technology. The successful respondent will work closely with on-site staff concerning this information.

**Question 13:** What functionality do you want in the asset management and poll worker management modules that the State's solution does not provide?

**Response:** The County nor its user department are unfamiliar with this nor does it use or have access to the State's asset management and poll worker management modules referred to by the prospective respondent.