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Amendment #1
MDVOTERS III DC TORFP # D38B5400001

Dear Functional Area 5 CATS Plus Master Contractors:

This Amendment #1 is being issued to amend and clarify certain information contained in the above referenced TORFP. All information contained herein is binding on all Offerors who respond to this TORFP. Specific parts of the TORFP have been amended. The following changes/additions are listed below; new language has been double underlined and marked in bold (i.e., **word**) and language deleted has been marked with a strikethrough (i.e., ~~word~~).

1. Section 2.9.2.B (page 44) Lead Developer has been revised as follows:--

Required

- o Visual Studio .NET 4.0;
- o ORACLE 11.2 R3
- o ~~Active Reports 8~~
- o SQL Server 2008 or greater

Required

o Active Reports 8- One (1) year of experience with Active Report 8 and an additional two (2) years of experience with any other version of Active Reports for a total of 3 years of experience.

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Q&A #1

MD VOTERS III AP TORFP D38B5400001

November 12, 2014

Dear Functional Area 5 CATS Plus Master Contractors:

SBE is issuing this Questions and Answers #1 in response to questions submitted regarding MDVOTERS III AP D38B5400001.

- 1. QUESTION:** Refer to Section 2, Offeror's Company Minimum Qualifications, Section 2.9.1. and Offeror's Personnel Minimum Qualifications, Section 2.9.1. Does the help desk manager need two or 5 years of experience? This seems to conflict.

ANSWER: Proposed staff should have at least 5 year experience (it does not need to be at the same company), while the Offeror company should have at least 2 years of experience.

- 2. QUESTION:** Are there any particular software requirements?

ANSWER: Yes- Electus, visual studio, Active Reports, Oracle, and SQL Server.

- 3. QUESTION:** The TORFP mentions Oracle 11.2 R3 in section 2.6 Requirements. Is that the current version?

ANSWER: Yes.

- 4. QUESTION:** Refer to Section 2.6.5 Backup/Disaster Recovery. Are there currently Tape Backups for site 1?

ANSWER: There are no backups for the COOP site. There should be a back-up process in place but the location will need to be discussed post-award. There are certain distance requirements such as the need for the back-up site to be at least 100 miles from the current VROC site, and that it cannot be over the Bay Bridge.

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Q&A #2

MD VOTERS III AP TORFP D38B5400001

November 14, 2014

Dear Functional Area 5 CATS Plus Master Contractors:

SBE is issuing this Questions and Answers #2 in response to questions submitted regarding MDVOTERS III AP D38B5400001.

1. **QUESTION:** Section 2.6.2.E.12.a (page 23)-- Can the State please describe the VAC (Voter Authority Card) and its use?

ANSWER: Voter Authority Cards are cards that printed to be available at polling place for voters to sign as they check in. These are not used in statewide elections, but are used occasionally with municipal elections.

2. **QUESTION:** Section 2.6.2.J (page 30) states that existing processes will be used to perform the electronic transfer of same-day registrations. Will end of day batch processing be acceptable?

ANSWER: Yes.

3. **QUESTION:** Section 2.9.2.B (page 44) Lead Developer-- Specifies 3 years of experience with Active Reports 8. Active Reports 8 has only been on the market for 1 year. Can 1 year of Active Reports 8 and more than 2 years of any version of Active Reports for a total 3 years be sufficient to meet this requirement?

ANSWER: Yes. An Amendment will be issued for this to officially update the TORFP.

4. **QUESTION:** Section 2.12.A (page 45) Work Order Process: Can the State please clarify the statement below?

Additional services will be provided via a Work Order process. A Work Order may be issued for either fixed price only.

ANSWER: The work order process is a vehicle for SBE to add to the not to exceed amount in the financial proposal if changes in the voter registration laws and/or other issues come about that are beyond the scope of work in this initial TORFP. SBE can request a quote for that specific work and have the option to add that on to the contract total. It will be a fixed price quote per work order, and the work order will require Department of Information Technology (DoIT) approval. By including this in the TORFP, it facilitates the process if future work orders are required.