County of Santa Clara
Request for Proposal # 2565
Attachment 1 - RFP System Requirements Spreadsheet

Please answer each Item by entering a "yes" or "no" in the Vendor Response column. Items that require other than a "yes" or "no" response should be entered in the "Comments" column. Attach additional sheets if necessary.
If additional sheets are used, please specify item number, the questions and your comments.

Item #	System Requirements	Vendor Response YES/NO	Comments
1	Does the DRE voting system have ADA compliant audio capabilities in English Spanish, Vietnamese and Chinese? Are these audio tapes supplied by the Proposer?		
2	Does the system have multiple language capability, including character based languages?		
3	Does the DRE voting system allow the voter to review and/or modify the ballot before final casting of the voted ballot?		
4	Does the system allow the voter to cast a ballot in absolute secrecy, including handicapped voters?		
5	Does the system allow the non-partisan voter to vote for candidates of any specified party or any independent candidate in a modified closed primary?		
6	Does the system allow for write-in votes for any office to comply with California's Election Codes?		
7	Does the system warn and/or prevent a voter from potentially over-voting or counting of over-votes for all offices? What mechanisms are available to the voter to correct his/her ballot?		
8	Does the system warn a voter of potentially under-voting an office? What mechanisms are available to the voter to complete their ballot or to let the ballot go through?		
9	Does the system allow the voter to cast votes in an instant runoff election?		
10	How does the system total votes under a system of cumulative voting where a voter may distribute a number of votes to more than one candidate?		
11	Does the system provide an "enter-once" ability for ballot layout? Does the system have the ability to export ballot layouts to vendors for absentee and sample ballots?		
12	How does the Polling Place Inspector verify that there are zero totals before the polling place opens?		
13	How is the State requirement to do a 1% manual recount as part of the canvas procedure accommodated by the system?		
14	What standard reporting and audit trail mechanisms are incorporated into the system?		

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15	Does the system provide an alpha/numeric printout of the results in a precinct and can copies be made?		
16	Does the system have back-up capabilities integrated into the voting system? In the case of a recount, can the election be reconstructed ballot by ballot with the voters maintaining anonymity?		
17	What aspects of the system will be impacted in case of a power failure? What are the available contingency plans to respond to such a situation for the duration of Election Day to assure its successful completion?		
18	What are the environmental controls and/or storage limitations for the system (temperature, humidity, etc)?		
19	How are the system components transported to and from specified polling places without sustaining damage?		
20	What physical and system security features are in place that will identify, monitor and prevent tampering?		
21	How does the voting system integrate multiple languages into the ballot? How many and which languages can be used?		
22	Does the voting system accommodate the elderly or physically challenged voter?		
23	How often do you recommend/require upgrades during the expected life cycle of the DRE units?		
24	If the operating system is based on Microsoft Windows NT, what security measures are employed should the system be used in a network environment? Explain how you have addressed operating system level security.		
25	How does the system process absentee ballots? Explain how the absentee ballot system uses information provided by the Registrar of Voters to generate absentee ballots.		
26	Does the system have the capability to export and import data from our current DFM software system in rich text format?		
27	Does the voting system have UPS (uninterrupted power supply) capabilities? How many hours is the unit capable of functioning without a replacement?		

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28	How does this system provide for security of ballots cast?		
29	List all devices and equipment required at each voting precinct.		
30	How does this system meet the requirements for the electronic transfer of precinct results from a Return Center to a central counting location?		
General Requirements:			
31	System is designed so that all suites/modules/applications are fully integrated.		
32	System has one common database.		
33	System supports workflow throughout all suites/modules/applications.		
34	Provides a consistent user interface across all components.		
35	Security is available in all applications.		
36	Software utilizes workflow to electronically route documents.		
Network Requirements:			
37	Runs on Windows NT (or higher). Please indicate version in comments.		
38	System can be utilized using multiple types of network connections. Please indicate types in comments.		
39	System can use wireless technology. Please indicate type in comments.		

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Item #	System Requirements	Vendor Response YES/NO	Comments
	Security:		
40	Security tokens supported. Please indicate version in comments.		
41	System can be utilizes using multiple types of network connections. Please indicate types in comments.		
42	Please explain how the system restricts data access.		
43	Please explain how the system restricts actions (add, delete, edit, view) within a screen.		
44	Please explain how the system restricts access to Database administration, Security administration, Report administration, Applications or modules.		
45	System can use VPN technology. Please indicate type in comments.		
46	System supports encryption. Please describe.		
47	Please describe password security and audit features.		
	Third-party Applications:		
48	Please describe any third-party applications included as a part of your system solution.		
49	Do the third-party application utilize system security definitions.		
	Interfaces:		
50	Please state other application interfaces supported in the comments column.		

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Item #	System Requirements	Vendor Response YES/NO	Comments
51	Supports real-time interface with DFM Election Information Management System.		
52	Supports interface with DFM's BCWin ballot counting system.		
53	Interfaces with popular desktop applications for Windows. Please state applications in comments.		
54	Please state all input devices supported (Bar Code, Scanners, Batch Interface, Biometric).		
Help Functions:			
55	Contains on-line, context sensitive help documentation.		
56	Help documentation can be altered and saved as help files pertinent to the county.		
System Documentation:			
57	Please describe system documentation and the frequency of updates to existing documentation. Include document distribution methods.		
Auditing:			
58	Maintains an online audit trail for changes to the vendor master file and other critical files as specified by the users.		
Reports/Querying:			
59	System Administrator can define query rules to maintain system performance.		
60	Can produce ad-hoc queries.		

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Item #	System Requirements	Vendor Response YES/NO	Comments
61	Can save and catalog ad-hoc reports.		
62	Can alter reports that are produced by the system.		
63	Produces report of security transactions.		
64	Produces report of all table values in all of the system modules.		
65	Queries and reports utilize system security definitions.		
66	Interfaces to popular report writer applications (e.g. MS Excel, Crystal Reports). Please list applications.		
Upgrade Tools			
67	What is the upgrade frequency?		
68	How are patches and fixes applied?		
69	How are upgrades applied?		
70	What happens to software customizations (e.g. user-defined tables and fields) during the upgrade?		
71	How many versions of the software does your company support and are the upgrades mandatory?		
72	Please discuss the process for user requested changes to system files, reports or system capabilities. Include cost per hour and estimated time for process.		

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73	Please describe your change process with regard to software upgrades or modifications.		
74	Do you have a testing environment or partician available for QA of pending changes or upgrades. Please describe.		
	System Setup:		
75	Please describe the steps involved in the software configuration of each voting machine prior to the delivery to the polling place. Include the estimated time needed to load election files per machine.		
	System Support:		
76	Please describe your customer support plan. Include helpdesk staff skill set, hours of availability, dial in capability, event tracking and onsite support.		
77	Please describe your customer Service Level Agreement.		