

Technology Services Board – Project Synopsis

Agency: Office of the Secretary of State

Project: Elections Modernization Project



Description: The Washington State Office of the Secretary of State (OSOS) and the 39 County Auditors in Washington State have initiated this project to implement a modern Elections Management Project (EMP) for Washington State.

Project preparation began in April 2014 with a collaboration between OSOS and the counties, starting with a Tech Summit, then followed by a Business Analysis project to document the requirements. The project proceeded with a Request for Information where vendors and advocates were able to provide feedback and suggestions to those requirements.

The OSOS and counties have collaborated to define requirements for a statewide EMP that meets or exceeds the requirements of Washington State stakeholders. All 39 counties have committed to using the new system.

Although currently stable and secure, Washington’s current system is over ten years old and needs to be modernized to meet the challenges of today.

The goal for EMP is to implement a new system, which will be thoroughly tested for quality, and be available for use in both state and county elections by December 31, 2019.

Purpose of attending the 5/10/2018 TSB:

Review RFP Pivot and procurement status. Discuss lessons learned from procurement. Discuss risk mitigations for complex stakeholder environment.

Project Schedule	
Baseline project end date	12/31/2019
Proposed end date	12/31/2019

Budget	
IT Pool Funding	\$5,883,000
Remaining HAVA Funding	\$3,600,000
Total Project Cost	\$9,483,000

Current Assessments	
OCIO	Yellow
QA - Overall Project Health & Environment	Green

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Timeline	Key Event/Action
April, 2014	<p>Secretary Wyman hosts Technology Summit. Representatives from Benton, Chelan, Clark, Cowlitz, Franklin, Jefferson, King, Kitsap, Lincoln, Okanogan, Pierce, San Juan, Skagit, Skamania, Snohomish, Spokane, Thurston, and Whatcom.</p> <p>At the April 2014 Technology Summit whose participants include OSOS staff and a representative group of counties, Secretary Wyman asks the question “If you knew then what you know today, would you build the election system we currently have to meet our needs?” The consensus from counties is a resounding “No”.</p>
November, 2014	<p>As a result of the Summit and the views of participants, an RFP is developed to find a consultant to assist the state with documenting the current and future business requirements, which leads to the Elections Modernization project. A steering committee is formed to guide the efforts of the business analysis and to evaluate how best to modernize the systems. Care is taken to ensure the membership of the Steering Committee reflects the geographic, demographic and technologic diversity of the counties.</p>
April, 2015	<p>The Elections Business Analysis project starts. The project results include the documentation of 600+ business requirements for a centralized voter registration and elections management system.</p>
November, 2015 – April, 2016	<p>RFI conducted. A total of 14 vendors provide information on their solutions in relation to the business requirements. Four to six vendors are identified that appear to have a solution configurable to meet a high number of Washington’s requirements, with remaining functionality that would have to be customized.</p>
June, 2016	<p>RFI - Vendor Demos for Modernized Elections System for Washington State - invites vendors to present their solutions to EMP RFP Steering Committee members consisting of County SMEs during the 2016 WSACA Elections Conference.</p>
July, 2016 – October, 2016	<p>OSOS begins drafting Decision Package for submission to Governor’s Office for FY17-19 Budget. Estimated total cost of project is \$9,483,000, of which, the Decision Package requests \$5,883,000. Balance of project would be funded from using \$3,600,000 in HAVA funding that OSOS/Counties have remaining.</p>
April, 2016 – June, 2016	<p>OSOS begins exploring options for RFP development for procurement of Elections Modernization Project Build and Implementation vendor. Options reviewed include hiring an external vendor such as Gartner who developed similar RFP for Arizona Secretary of State Elections Division.</p>
July, 2017	<p>Budget approved. OSOS Leadership decision is to use a core team of internal resources to develop the RFP utilizing reviews and feedback from the EMP RFP Steering Committee as well as other resources such as DES, WaTech, and the OCIO’s office. Target date of RFP release is set for September, 2017.</p>
September, 2017	<p>RFP - Elections Modernization - is released September 20, 2017 with proposals due November 1, 2017. Target date for announcement of Apparently Successful Bidder December 13, 2017. Target date for project start January 1, 2018.</p> <p>OCIO approval for \$200,000 for planning stage of RFP and project received September 27, 2017.</p>

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	<p>Executive Steering Committee (ESC) formed with nine representatives consisting of eight county auditors and one county elections director, plus five members of OSOS.</p>
October, 2017	<p>Nine vendors submit Letters of Intent to Bid (LOI). October 2018, vendor CGI submits letter withdrawing their LOI citing that “state solution requirement and scoring approach that penalizes customization to meet requirements - precludes CGI, the system integrator who implemented a new state of the art elections system in the country’s most populous state from even bidding.”</p>
November, 2017	<p>Four formal RFP responses received from: BPro, Demtech, Everyone Counts and PCC TG. The ESC utilizes the designed RFP evaluation process to begin the evaluations of the written responses. ESC decides to use RFP exit strategy as designed when the four responders do not meet the minimum evaluation criteria to move on to the oral evaluation stage. RFP - Elections Modernization - cancelled.</p> <p>Executive Steering Committee conducts a two-day meeting to discuss pivoting from RFP to issue a new RFP. Over the next several weeks, the ESC provides direction on change to timeline and approach.</p>
February - April, 2018	<p>Second RFP - Elections Modernization - released early February, response due date of 3/12/2018. Five bidders respond. Review and evaluation of written responses completed by the ESC with selection of bidders for oral evaluation stage which are planned for 4/17-4/20/2018. BAFO stage to follow with targeted contract signature and project start by 6/4/2018.</p>