

Introduction

The Agency is interested in understanding more about the estimated efforts associated with each project requirement. While it's understood that more information will need to be gathered, the Agency is looking for the best estimate based on the Consultant's experience. In the effort estimate column in the matrix, the Consultant shall provide the estimated level of effort on a scale of 1 to 10, with 1 being low and 10 being high effort.

This matrix is mandatory, but will not be scored as part of the proposal evaluation. It is used strictly for informational purposes by the Agency.

Election Specific Information

This area focuses on data that is generated by all elections and making it available to anyone requesting it. This information may be requested online or by phone by internal staff or external customers and generated from an online system shared by all counties and the state. The specific deliverables in this area are:

- Lists of open positions;
- Lists of candidates filed for positions;
- Online candidate filing for all offices;
- Sample ballot by county; generic by county and/or specific to voter
- Tabulation progress by precinct;
- Ballot status for absentee or vote by mail ballots;
- Provisional ballot log; provisional ballot status by voter;
- Campaign reports, dynamically generated; and
- Election results both cumulative and by precinct, including multi-county districts, such as congressional, legislative, fire, or school.

Voter Registration Information

This area focuses on information from the county and statewide voter registration database. At least one deliverable will require interaction with other state agencies. This information is used primarily by researchers, campaigns, and individual voters.

Deliverables include:

- Online Voter Registration
- Driver images from the Department of Licensing for voter identification purposes;
- Statewide voter locator;
- District and precinct locator;
- Maps of districts and precincts;
- Registration status, poll site locations by voter; and
- Voter credit and history.

Web Sites with General Information

This area focuses on the organization, reorganization, content, and hosting of county web sites in a uniform manner using a single platform. This information may be gathered and updated by either electronic upload of information or by manual data entry

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of information. **It is important that the website is configurable so counties can specify what options to include.** Deliverables include:

- Home page by county;
- Voter pamphlets ranging from generic to specific to voter;
- A candidate and jurisdiction page;
- Voting information as to how, where, when, etc. ;
- Election workers page;
- Elected officials contact page;
- Election calendar;
- Election news;
- Election links;
- Frequently asked questions page;
- Streaming video for voting methods by county;
- Fillable forms for counties;
- Searchable web sites;
- Ensure website can operate efficiently with users who use dial up connections;
- Translations into other languages for those counties under DOJ supervision, and potentially for other counties.

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Estimate Effort Matrix (Mandatory, not scored)

No.	Requirement	Description	Status	Source	Update Cycle	Effort Estimate 1 to 10 scale	Comments
1	Provisional ballots log.	Voters may monitor the status of a provisional ballot to find out if it has been counted and the reason(s) associated with the ballot. The log will also list a total number of provisional ballots cast and total number counted.	D	VRDB	Daily +		
2	Voter instruction and tips.	Voter education and outreach in written form that can be printed by the voter.	S	Text	At least annually		
3	Website reorganization and content generation.	Content development and site reorganization to accommodate new and existing functions and services. Including, but not limited to, the text of resolutions, reconciliation reports and miscellaneous information, as well as existing functions. Each county controls the "look and feel" of their website					
4	Presentation of tabulation results.	Election tabulation results are uploaded to the website and the Secretary of State's office. A graphical display is generated showing the number of votes for each contest and the percentages.	D	EMS	Daily +		

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No.	Requirement	Description	Status	Source	Update Cycle	Effort Estimate 1 to 10 scale	Comments
5	Sample ballot - generic	Provides a sample ballot with all offices and/or issues that will appear on ballots for that election or primary	S	Text	Once per election cycle		
6	Multi-county District vote totals	Ability to combine vote counts from districts that are in more than one county.	D	EMS – multi county	Daily +		
7	Voters' Pamphlet - generic	This function displays the names, statements, and pictures of the candidates in the upcoming election.	S	Text	Once per election cycle		
8	Home Page	The home page provides office hours and location along with links to 2005 election information, links to results of the most recent election, links to a limited set of district maps, and links to FAQ's.	S	Text	Annually		

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No.	Requirement	Description	Status	Source	Update Cycle	Effort Estimate 1 to 10 scale	Comments
9	Elections Results	This page provides visitors with links the results of the six most recent elections. It provides links to a history of election results showing the results of all counts and recounts as well as a precinct breakdown of the results and a link to the sample ballot for that election. The page provides a link to the Secretary of State's site.	S	EMS	Archival – occurs after each election		
10	Candidates and Jurisdictions	This section provides information for candidates and campaigns and jurisdictions, who may want to place an issue on the ballot, for the election year. Links are provided to the various documents the campaigns/jurisdictions may need to reference.	S	Text	Once per election cycle OR Once per year		
11	Voting	This page leads the visitor to information on voter registration, Vote By Mail information, polling places, and both the local and state voter's pamphlets.	S	Text	Annually		
12	Elections Workers	This page provides Information specific to those visitors wanting to know about being an election worker and provides a link to the application for becoming a board worker.	S	Text	Annually		
13	Elected Officials	This page provides contact information for elected officials. The information is categorized by district.	S	Text	Annually		
14	News	Elections Department Press Releases	D	Text	Daily		
15	Calendar	A Calendar function for events	D	Text	Daily		

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No.	Requirement	Description	Status	Source	Update Cycle	Effort Estimate 1 to 10 scale	Comments
16	Contacts	Contact information for County Elections Officials	S	Text	Annually		
17	Links	Links to other elections-related sites.	S	Text	Irregular		
18	Search feature	The ability to search by key word(s) for topics on the Elections website					
19	Frequently asked questions	A list of commonly asked questions with links to answers on the Elections website	S	Text	Irregular		
20	Translation.	Translation of the site to one or more non-English languages. This makes the information on the website available to more voters. Target languages included will be determined based on county demographics.	D				
21	Voter credit & voter history	Voters may find out if they have been credited with having voted in the most recent election, as well as a record of participation in prior elections	D	EMS And/or VRDB	Daily +		
22	District Locator. (could be divided into two functions 1-Legislative, county and city, 2-Legislative, county, city and special districts)	Voters can receive a listing showing their precinct, districts, elected officials, map to polling places (if applicable), and a voter's eligibility for voting in an upcoming election by entering his or her address.	S	EMS	Once per election cycle		

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No.	Requirement	Description	Status	Source	Update Cycle	Effort Estimate 1 to 10 scale	Comments
23	Ballot status (3 parts: 1- voter credit, 2- accountability/reconciliation, 3- ballot tabulated)	Voters may monitor their ballot status and learn whether it has been requested, mailed, received and submitted for tabulation.	D	EMS Or VRDB	Daily+		

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No.	Requirement	Description	Status	Source	Update Cycle	Effort Estimate 1 to 10 scale	Comments
24	Sample ballot - specific to voter	Provides the voter with a sample ballot based on the voter's address. This could be accompanied with instructions and an oath for overseas/military voters so they could print it out, vote it and mail it to their county. For overseas/military voters we would want "home of record" address in the county, address where ballot is to be mailed, e-mail address, date of birth, contact telephone or fax number.	Original ballot design – S Voter interaction D	EMS VRDB	Once per cycle On Demand		

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No.	Requirement	Description	Status	Source	Update Cycle	Effort Estimate 1 to 10 scale	Comments
25	Dynamic report generation for Campaigns.	Campaigns may generate their own voter files, matchback reports, and mailing label files. The process would be controlled using a password or some other gate-keeping method with an agreement that the information will not be used for commercial purposes	D	EMS and VRDB	On demand		
26	Searchable archive of election results.	Voters or campaigns may search data for each of the elections during the past four years.	See #9 S	EMS	Once after each election cycle		
27	Electronic forms.	Provide versions of election department forms in an interactive PDF format which could be filled out online, printed, and mailed to the election department. The nature and number of forms would vary based on the policies of the individual election department.	Form S Viewer D	Text Text	Irregular On demand		
28	Precincts in a district.	Campaigns and voters may perform queries to get a list of precincts within a given district.	S	EMS	Irregular		

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No.	Requirement	Description	Status	Source	Update Cycle	Effort Estimate 1 to 10 scale	Comments
29	Open Positions List	This list is generated automatically from the data in the elections management software and posted to the website to give site visitors and potential candidates a list of the positions open in the upcoming election.	D	EMS	Daily+		
30	Candidates Filed	This list is generated automatically from the data in the elections management software and posted to the website to provide voters with a list of the candidates who have filed for the next election. It would provide contact information, the candidate's name, and the contest in which he or she is running.	D	EMS	Daily+		
31	State wide voter locator	Allows a person to enter their name and identifying information (Washington driver's license number, last four numbers of their Social Security number) and learn if they are registered to vote and if they are, where they are registered to vote	D	VRDB	Daily+		
32	Streaming video.	Offering education and outreach to voters on the new voting system.					

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No.	Requirement	Description	Status	Source	Update Cycle	Effort Estimate 1 to 10 scale	Comments
33	Dynamic query of voter statistics.	Voters, candidates, and the media may perform queries for detailed voter statistics by party, gender, age, and precinct.	D	VRDB	Daily+		
34	Graphic presentation of election tabulation progress.	Displays a precinct-level map of the county and graphically tells a visitor to the website which precincts have been tabulated or are in the process of being tabulated.	D	EMS	Daily+		
35	Improved district and precinct maps.	Campaigns and other interested parties can view or download maps they would normally have to obtain by coming to the elections department. This would include maps of internal districts (ex: school districts).					
36	Dynamically Generated Voter Specific Voter Pamphlet	This function is similar to the voter specific sample ballot function mentioned earlier. This function displays only the names, statements, and pictures of the candidates and/or issues for which the specific voter is eligible to cast a ballot.	S	Text	Once per cycle		

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No.	Requirement	Description	Status	Source	Update Cycle	Effort Estimate 1 to 10 scale	Comments
37	Generated List of Election Winners	After certification, a list of the contest winners in the most recent election would be generated and posted to the website. This would present more concise information than having to sort through the tabulated results.	S	EMS	Once per election cycle		
38	Online candidate Filing	Online form allowing declaration of candidacy to be filed. Would confirm the candidates voter registration status, address, and payment of filing fees.	D	EMS and VRDB	Daily+		
39	Voter demographics.	Allows queries of election results and demographics based on the last election to be displayed on the web.	S	EMS	Once per election cycle		
40	Convert website to full text	Eliminate graphics to allow citizens with "dial up" connections to quickly obtain information from website					
41	Online voter registration	Ability for people to able to register to vote online. Requires change in law and interaction with other state agencies.	D	VRDB (DOL,WS P?)	Daily+		
42	Online voter address changes	Ability for a voter to change their address online.	D	VRDB	Daily+		

Status:
How interactive the function is

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S = Static; does not change

D = Dynamic; all or parts of the display changes or requires interaction with the viewer

Source:

Where does the function obtain its information

EMS = County Elections Tabulation System

VRDB = State or County Voter Registration Database

Text = Text (usually entered and updated manually)

Update cycle:

How frequently the information is updated, either manually or from the underlying source database

Daily+ = Frequently throughout the day

Daily = Once per day