

OFFICE OF GENERAL SERVICES
PROCUREMENT SERVICES GROUP

Procurement of Voting Systems and Ballot Marking or Other Voting Devices Accessible to Individuals with Disabilities and Related Services that meet Help America Vote Act Requirements

BACKGROUND:

The Office of General Services (OGS) Procurement Services Group (PSG) provides centralized statewide contracts for commodities, services and technology for use by all state agencies, political subdivisions and others authorized by law (such as County Boards of Elections) to use state contracts.

To comply with the Help America Vote Act (HAVA), New York State will replace lever action voting machines with new voting systems complying with the requirements of HAVA. Therefore, OGS will be awarding contracts for Voting Systems (Lot I) and Ballot Marking or Other Voting Devices Accessible to Individuals with Disabilities (Lot II.) and Related Services. The total estimated quantity is 20,000 machines for Lot I and an estimated maximum of 6,500 devices for Lot II.

These devices (Lot II), need to be delivered, tested, and be ready for operation as well as having personnel trained in their use, in 2008. Presently, these voting systems (Lot I), may be delivered, tested, and be ready for operation as well as having personnel trained in their use, in 2008 and need to be delivered, tested, personnel trained, and ready for operation in 2009, The New York State Board of Elections (BOE) has developed Voting Systems standards that are contained in the solicitation.

PLAN:

The State has a two step plan for negotiating and awarding contracts for voting machines and related services and ballot marking or other voting devices accessible to individuals with disabilities to eligible and qualified contractors. A two step contracting process is required because the State cannot wait until machines and/or devices are certified to begin the contracting process. This creates a need to develop contracts for the purchase of new voting machines and ballot marking or other voting devices accessible to individuals with disabilities and related services, concurrently with the development of contracts and procedures for the testing and certification of the machines.

1. Step 1 in the procurement process is that bidders submit voting systems machines and/or ballot marking or other voting devices accessible to individuals with disabilities and related services that comply with the mandates of New York State Election Law, and meet the election Assistance Commissions 2005 Voluntary Voting Systems Guidelines (<http://www.eac.gov/voting%20systems/voting-system-certification/2005-vvsg>) to the extent that they are consistent with State law and for Lot II, that comply with the mandates of New York State Election Law, and meet the Election Assistance Commission's 2005 Voluntary Voting System Guidelines (<http://www.eac.gov/voting%20systems/voting-system-certification/2005-vvsg>), to the extent that they are consistent with State Law and to the extent that they are applicable to a device which only marks ballots. OGS will then negotiate the contract and award a contract for all such systems submitted for purchase and for leasing. All bidders must submit a purchase price, leasing pricing is an option. **However, the contractor is not yet authorized to actually sell voting systems machines and/or ballot marking or other voting devices accessible to individuals with disabilities and related services to County Boards of Elections or others authorized by law until step 2 is completed.**
2. Step 2. As contracts are being processed, the BOE will also examine, test and certify the proposed machines and devices. Prospective contractors should be aware that there is an application fee of \$5,000, unless such requirement is waived by the BOE, and testing costs are estimated at \$1,000,000.00 unless such requirement is waived by the BOE. Voting system and ballot marking device requirements are contained in this solicitation.

Once the BOE certifies and approves the machine and/or device for purchase or lease, OGS will notify the contractor that the machine(s) and/or device(s) are approved for purchase and/or lease under the contract.

Additional requirements that must be met are that the bidder demonstrates that it:

1. Is an established manufacturer, authorized dealer or other authorized representative for the machines or devices being submitted for contract
2. Has adequate financial and other resources to implement a statewide contract to all county BOEs.
3. Is a responsible bidder as evidenced by the State Standard Vendor Responsibility Questionnaire (SVRQ) contained in the contract template (see below link).
4. Has provided a normal production schedule which demonstrates how many machines and/or ballot marking or other voting devices accessible to individuals with disabilities and related services can be produced per day in the normal course of business
5. Meets all other requirements of the solicitation.

If you meet these requirements and are interested in submitting a proposal to receive a state contract, please download the contract template by clicking the link below.

[CONTRACT TEMPLATE](#)

Responses to the contract template should be made to the OGS Designated Contact at NYS Office of General Services, Procurement Services Group, Corning Tower - 38th Floor, Empire State Plaza, Albany, New York 12242. Three copies of the bid response should be submitted. Bids will be continuously received beginning November 19, 2007.

NOTE: Under the State's new procurement lobbying legislation, contacts regarding this procurement can only be made to specific designated contacts. For this procurement the designated contacts are:

DESIGNATED STATE CONTACTS: OGS Procurement Services Group		
Lori L. Bahan Purchasing Officer I Telephone No (518) 474-1912 E-mail: lori.bahan@ogs.state.ny.us	Wendy Reitzel Purchasing Team Leader Telephone No. (518) 473-9057 Email: wendy.reitzel@ogs.state.ny.us	Michele Reale Associate Attorney Telephone No. (518) 474-5607 Email: michele.reale@ogs.state.ny.us
DESIGNATED STATE CONTACTS: New York State Board of Elections		
Anna Svizzero Director of Election Operations Telephone No. (518) 473-5086 E-mail: asvizzero@elections.state.ny.us	Joseph Burns Deputy Director of Election Operations Telephone No. (518) 473-5086 E-mail: jburns@elections.state.ny.us	Kimberly Galvin Special Counsel 518/473-5086 kgalvin@elections.state.ny.us
Robert Warren Certification Project Manager Telephone No. (518) 473-5086 E-mail: rwarren@elections.state.ny.us	John Ferri Voting Equipment Specialist II Telephone No. (518) 473-5086 E-mail: jferri@elections.state.ny.us	