

Summary of VoteCal Deliverables

January 13, 2015

The California Voter Foundation has compiled a seven-page outline of the requirements and features included in the VoteCal Request for Proposals, Addendum 11, dated July 24, 2012, which is the final addendum made to the RFP before the proposal submission process ended. The specific features that will particularly affect voters' abilities to look up their registration and ballot information online and online registration are excerpted below. Other key features and requirements that are essential to the long-term success of VoteCal are also excerpted. The full list of requirements can be found online at <http://elections.cdn.sos.ca.gov/votecal/pdf/addendum-summary/addendum-11.pdf>. The key sections highlighted below are S2, S17, S18, S21 and S24.

S1 – General Requirements and Features

S2 – Voter Registration: Registration Data

Proposed Solution Description: S2 requirements list voter registration data elements that must be maintained in VoteCal to comply with HAVA Section 303 requiring that each state implement a “single, uniform, official, centralized, interactive computerized statewide voter registration list.” Data elements described under S2 include data provided by county elections officials' staff through the EMS as well as data provided by citizens through online registration via the VoteCal public access website.

The data elements listed here do not constitute an exhaustive list of required data. SOS expects that during Project Phase II – Design, the Contractor will work with SOS staff, county elections staff and EMS vendors to determine all specific data elements necessary to meet all - VoteCal requirements stated in this RFP. For examples of other data elements, beyond those listed here, see the Calvoter and Calvalidator Data Standards document in the Bidder's Library.

S2.2 VoteCal must be able to capture, store, and display all historical data on every record, including images.

S2.4 VoteCal must store a unique identifier (UID) for each registrant in accordance with the rules described in requirements listed under S5: ID Verification.

S2.15 VoteCal must be capable of capturing and storing a voter's language preference, based on codes that can be defined and modified by authorized SOS administrators. (Refer to Bidder's Library, Calvoter and Calvalidator Data Standards, for current codes.)

S2.15.1 VoteCal must be capable of capturing and storing multiple accessibility/assistance needs for a voter, based on codes that can be defined and modified by authorized SOS Administrators.

S2.17 VoteCal must store a voter's political party preference, if any, based on codes that can be defined and modified by authorized SOS administrators. (Documentation of currently used political party codes is available in the Data Standards Tables (supplement to Calvoter and Calvalidator Data Standards) document in the Bidder's Library.)

S2.20 VoteCal must capture and store the voter's current and historical methods of registration (e.g., "by mail," "walk-in," "registration drive," "DMV," etc.), based on codes that can be defined and modified by authorized SOS administrators.

S2.24 VoteCal must provide ability to display the current and historic images of the voter's signature independently from the affidavit with a minimum resolution of two hundred (200) dpi and maximum resolution of three hundred (300) dpi.

S2.25 VoteCal must provide the ability to zoom into affidavit and signature images.

S2.26 VoteCal must provide ability to attach and store other images to a voter's record in GIF, TIF, JPG, PNG and PDF formats, such as letters received from the voter.

Requirement S2.32.2 is deleted effective Addendum #10.

S2.33 VoteCal must capture and store the status of uniformed services and overseas voters that have been identified and fall under the Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA), including the following information:

- Category of qualification (e.g., uniformed services voter – domestic, uniformed services – overseas, non-military/civilian overseas voters);
- Date and method of registration (e.g., state VRC, federal VRC, Federal UOCAVA Registration/Vote-By-Mail application postcard);
- Date and method of application for vote- by-mail status (e.g. Federal UOCAVA Registration/Vote-By-Mail application postcard, County vote-by-mail application, etc.); and
- If application was rejected, the reason for rejection and the date notice of rejection was sent to voter.

S2.34 VoteCal must capture and store a record of list maintenance notices sent to a voter (e.g., RCP, ARCP, 8(d)(2) notices, CAN, etc.), including the date the extract for mailing label was created or the actual date sent.

S2.36 VoteCal must capture and store vote-by-mail voting status of each voter, including:

- Type of vote-by-mail voter: one-time, special absentee (e.g., military and overseas – see EC §300), permanent vote-by-mail (EC §3201), and all-mail precinct;
- Type of application (e.g., State defined such as on-line, federal form, sample ballot return application, Federal UOCAVA Vote-By-Mail postcard, County vote-by-mail application, etc.);
- Date application received;
- Source of the application (how received);
- Whether or not the application was accepted or denied; and
- If denied, the reason for the denial.

S3 – Voter Registration: Registrant Search

S4 – Voter Registration: Registration Processing

S5 – Voter Registration: ID Verification (includes provisions relating to the role of the DMV)

S6 – Voter Registration: DMV Change of Address

S7 – Voter Registration: Voter Notification Cards

S8 – Voter Registration: EMS-VoteCal Synchrony Verification

S9 – List Maintenance: Record Matching and Merging

S10 – List Maintenance: CDPH Death Records

S11 – List Maintenance: CDCR Felon Data

S12 – List Maintenance: Duplicate Identification

S13 – List Maintenance: NCOA

S14 – List Maintenance: Pre-Election Residency Confirmation Postcards (RCPs)

S15 – List Maintenance: Change of Address Notification (CAN)

S16 – Voter Election Data: Official List of Voters

S17 – Voter Election Data

Proposed Solution Description: VoteCal must maintain voter participation history data that are necessary for to make determination of whether a voter who registers by mail must show ID the first time he/she votes (42 U.S.C. Section 15483(b)(1)(B)).

Throughout the Election Cycle period, VoteCal must capture ongoing data changes related to vote-by-mail and provisional voting, to support the voter lookup capabilities on the public website.

S17.1 VoteCal must maintain historic voting participation for all voters, regardless of the number of elections in which voters might have participated. The history captured and maintained for each voting event must include:

- State defined code for the election;
- Election date;
- Voting precinct;
- How voted (vote-by-mail, early, polling place, or provisional); and
- Partisan ballot voted (for primary elections).

S17.2 Prior to an election, VoteCal must receive data from the EMS that enables a user to determine the following data for each registered voter:

- Voting precinct assignment for the election; and
- Polling place assignment for the election

S17.3 VoteCal must capture and store the following vote-by-mail data for registered voters for every election:

- Date that a voter was mailed a vote-by-mail ballot;
- Manner in which the vote-by-mail ballot was transmitted to the voter;
- When the vote-by-mail ballot was received by the elections official;
- Method of return of vote-by-mail ballot (e.g., mail, fax, etc.);
- Form of voting (e.g., county issued vote-by-mail ballot or federal write-in vote-by-mail ballot);
- Whether the ballot was accepted or rejected; and
- If rejected, the reason for that rejection.

S17.4 For registered voters who vote a provisional ballot in an election, VoteCal must capture and store whether or not the provisional ballot was counted and, if not, the reason it was not counted.

S18 – Precincts and Districts: Precinct – District Mapping

Proposed Solution Description: So that VoteCal can correctly determine the Official List of Registered Voters with respect to political districts, and so that VoteCal can correctly compile and produce the Statement of Registration required by EC §2187, VoteCal must maintain precinct-to-district cross reference information. These data are provided by the EMS. The information is required for derivation of residence in political district based on the voter's home precinct assignment.

S18.1 VoteCal must be able to identify, from the voter's home precinct, the voter's voting district for US Congress, State Senate, State Assembly, Board of Equalization and County Supervisory Districts, the municipality of residence if a voter is entitled to vote in that municipality, or if not, that the voter resides in the county's unincorporated area.

S18.1.1 VoteCal must capture and store county- defined local districts (e.g., school districts, water boards) and must be able to identify, from the voter's home precinct, the voter's membership in such districts.

S19 – SOS Processes: Political Party Tracking

S20 – SOS Processes: Report of Registration

S21 – SOS Processes: State Voter Information Guide

Proposed Solution Description: The requirements below pertain to the need for VoteCal administrators to have the capability to extract voter information based on specific data details (such as registrants within certain date ranges) and transmit that data extract to a third party for mailing of the State Voter Information Guide.

S21.1 VoteCal must generate State “ballot pamphlet” or Voter Information Guide (VIG) mailing lists of registered voters eligible to vote in an upcoming election that meets the established specifications for this mailing list. (Refer to the Bidder's Library for current mailing list specification.)

S21.2 VoteCal must capture and store a voter's request to not be mailed the VIG. VoteCal must automatically exclude all voters who have so “opted out” from any VIG mailing lists generated.

S22 – SOS Processes: Public Voter Registration Data Requests

S23 – SOS Processes: Jury Wheel Extract

S24 - SOS Processes – Public Access Website

Proposed Solution Description: Requirements listed below pertain to the need for VoteCal to provide online voter registration and self-service lookup of registration status and ballot status.

SOS has adopted a standard for web applications to support mobile devices by optimizing standard browser screen displays via utilizing SOS standard cascading style sheets and java scripting (an approach that provides such support without requiring installation of an application or other component on the mobile device). SOS expects that any support VoteCal provides for mobile devices will not require installation any application or other

component on those devices. VoteCal will be required to use the SOS-provided cascading style sheet in accordance with requirement T5.3 in this RFP.

The requirements below include translation of public-facing pages into different languages. Pages and functions to be translated are all of those pages/functions that are used by the public in order to register to vote. Information and features that are not used in order to register to vote (e.g., polling place information) will not be translated.

S24.1 For privacy purposes, the VoteCal public website must require an individual accessing the website to provide sufficient personally identifiable information to authenticate the individual and to prevent others from accessing that voter's data, and must not provide or confirm any additional private information. The personally identifiable information must be configurable by an authorized administrator, such as: first name, date of birth, house number and zip code.

S24.2 The VoteCal public website must allow a voter to determine:

- Whether he or she is registered to vote;
- Whether he or she has requested not to be mailed the Voter Information Guide;
- Whether or not voter is registered as a permanent vote-by-mail or one-time mail ballot voter; and
- Political party preference.

S24.3 The VoteCal public website must support on- line voter registration pursuant to EC §2196 and other applicable state and federal law, including new registration and updates to an existing registration.

S24.3.1 The VoteCal public website must allow a voter to determine:

- His or her eligibility to vote in an upcoming election;
- His or her voting precinct for an election; and
- His or her polling place for an election.

S24.3.2 The VoteCal public website must allow a voter to request not to be mailed (“opt out” of receiving) a Voter Information Guide, and allow a voter to undo a prior “opt out” request.

S24.3.3 VoteCal must allow members of the public to perform all online voter registration and self- service lookup functions using mobile devices without requiring installation of any application or component on the mobile device.

S24.4 The VoteCal public website must allow voters who have voted a provisional ballot to determine if their ballot was counted and, if not, the reason it was not counted.

S24.5 The VoteCal public website must allow voters who have voted a vote-by-mail ballot to determine if their ballot was accepted and, if it was rejected, the reason it was rejected.

S24.6 The data on voters' registration status and ballot status that VoteCal displays on the public website (Requirements S24.2 S24.4, S24.5) must be current as of a point in time that is no more than twenty-four (24) hours prior to the time of the user's query.

S24.6.1 deleted from prior version (not sure what this was)

S24.6.2 VoteCal must allow an authorized SOS administrator to control the updates of public access website data on voters' eligibility to vote in an upcoming election, voting precinct assignment, and polling place assignment for an election (as described in requirement S24.3.1), by executing one of the following options:

- Authorized administrator-initiated updates on an ad hoc basis for one or multiple counties for which updates have been received; and
- Setting of an update frequency whereby VoteCal applies any and all data updates received from counties every X number of hours, where X is configurable by an authorized SOS Administrator.

S24.7 The data that are accessible and queried through the VoteCal public access website must not change during a user's execution of a query.

S24.8 All public-facing VoteCal web pages and functions that a member of the public views or uses in order to register to vote, change voter registration-related data, or look up registration status (according to requirements S24.2, S24.3, and S24.3.2) must be available in ten (10) languages (English plus nine (9) additional languages) required by the Voting Rights Act, EC §2300(a)(8) or deemed necessary by the Secretary of State for language minority groups. These languages currently include English, Hindi, Khmer (Cambodian), Thai, Spanish, Chinese (Mandarin), Japanese, Korean, Tagalog, and Vietnamese. (SOS will be responsible for providing the required translations.)

S24.8.1 VoteCal must be scalable and extensible to support web pages and functions that a member of the public views or uses in order to register to vote, change voter registration-related data, or look up registration status (according to requirements S24.2, S24.3, and S24.3.2) in a total of twenty one (21) languages (English plus twenty (20) other languages).

S25 – Affidavit Issuance Tracking