

## Request For Proposal #24-01 High Speed Mail/Ballot Sorting Machine

### Question 1:

Vendor1: Pertaining to Section I B: Period of contract, The term of the contract begins on May 1, 2024. Is it understood that the contract will be fully negotiated and accepted by both parties by this date? By what date does Thurston County expect the sorter to be delivered, installed and fully functional?

Elections: The contract will be fully negotiated and accepted by both parties by May 1, 2024. Thurston County expects the sorter to be delivered, installed and fully functional by July 1, 2024 (this date can be negotiated).

### Question 2:

Vendor1: Section III. G- Formal Contract: Please provide a form of contract which Thurston County can share, so we can review and redline for submission with our RFP response.

Elections: The county expects the selected vendor to participate in negotiations regarding a formal contract with the county, and the county does not have a complete proposed contract to provide at this time. Per Section III, paragraph G, this RFP sets forth some of the general provisions which will be included in the final contract. If a vendor has an objection to the contract language set forth in the RFP, these must be raised at the time of submittal or they will be deemed to have been waived.

### Question 3:

Vendor 1: Section V. B, 2: Are wet ink signatures required on the delivered RFP response?

Elections: Wet ink signatures are not required on the delivered RFP response.

### Question 4:

Vendor 1: Attachment E: Is it acceptable for a vendor to present more than one sorting option, based on different speeds, functionality and options?

Elections: Yes, it is acceptable for a vendor to present more than one sorting option.

### Question 5:

Vendor1: Can the county provide a sample of the current VBM return envelope? Are the barcode and signature on the same side of the mail piece?

Elections: The barcode and signature are on the same side of the mail piece.

Elections: For clarification, are you requesting a physical envelope, an envelope proof from our vendor (a flattened version of the entire envelope before the envelope gets converted), or a scanned image of the front and back of our envelope?

Vendor1: An electronic image of the front and back of the outgoing VBM envelope (which shows any barcodes being used in its state before being mailed), will work in lieu of a physical sample. If Thurston County could also provide an image of the front and back of the business reply envelope, this would be extremely helpful as well.

Elections: Electronic images of the outgoing and incoming envelopes will be emailed to each vendor who submitted a Letter of Intent. Voter name and address information will be redacted from the scanned images.

**Question 6:**

Vendor1: Is the County interested in an inline opener?

Elections: Thurston County is not interested in an inline opener.

**Question 7:**

Vendor1: Is the County interested in Automated Signature Verification (ASV)?

Elections: Thurston County is interested in Automated Signature Verification, but not for this proposal.

**Question 8:**

Vendor1: Is there a need for a backside camera? For example, many counties are asking for or requiring imaging of both sides of the envelope to include the postmark date.

Elections: Thurston County does not require a backside camera.

**Question 9:**

Vendor1: What is the minimum acceptable speed of the sorter?

Elections: 15,000 pieces per hour

**Question 10:**

Vendor1: Section B. 17: Is the requirement that multiple (more than one) technician (CSR) reside in the state of WA?

Elections: "17. Service: Vendors must provide a call back within one (1) hour and service within three (3) hours, between the hours of 7:00 a.m. - 8:00 p.m. Pacific Time. Vendors should also have additional coverage seven (7) days a week, twenty-four (24) hours a day. Vendors must have multiple trained technicians in the area where the system is to be installed who are capable of providing maintenance within the above mentioned response time." We do not require that more than one technician reside in the state of Washington.

**Question 11:**

Vendor1: Section B. 17: Can the County describe what level of service should be included in the RFP e.g. full parts and labor included or time and materials only?

Elections: As much detail in the level of service you can provide.