THE STATE OF DELAWARE
DEPARTMENT OF ELECTIONS

RE: Contract No. COE-2006-001
Central Count Absentee System

February 3, 2006, 1:00 p.m.
Mandatory Pre-Bid Meeting

BEFORE: Frank B. Calio, Commissioner of Elections

A Mandatory Pre-Bid Meeting held on
Friday, February 3, 2006 at 1:00 p.m. at the
Office of the State Election Commissioner, 111 S.
West Street, Suite 10, Dover, Delaware, reported by
Lorena J. Hartnett, a Registered Professional Reporter
and Notary Public.

LORENA J. HARTNETT, R.P.R.
(302) 426-1007 or 736-3661
FRANK CALIO: Okay, let's get started.

Thank you very much. We are meeting this afternoon regarding request for proposal. This is a mandatory pre-bid meeting for the central count absentee system. We have two vendors here. If you will identify yourself for the record.

CHARLES LEMAC: Charles Lemac, Diebold Election Systems.

MOLLY TERRY: Molly Terry, Hart Intercinc.

FRANK CALIO: Just for Molly, I know she has met everybody, but let's go around the room again and introduce yourselves.

JOE CLARK: My name is Joe Clark. I am with the Commission of Elections Office.

VIRGINIA LANE: Virginia Lane, Commission of Elections Office.

WAYNE OSBURN: Wayne Osburn, Sussex County Department of Elections.

JEAN TURNER: Jean Turner, Sussex Elections.

STANLEY ANDERSON: Stan Anderson, New Castle County Department of Elections.

RANDY GOODLET: Randy Goodlet, Kent
County Department of Elections.

HOWARD SHOLL: Howard Sholl, New Castle County Department of Elections.

PAT MURRAY: Pat Murray, Kent County Department of Elections.

JOYCE WRIGHT: Joyce Wright, Kent County Department of Elections.

ELAINE MANLOVE: Elaine Manlove, New Castle County Elections.

KEN MCDOWELL: Ken McDowell, Sussex County Elections.

FRANK CALIO: Okay, what we do, Molly, we will open the meeting, and if you have any questions that you want to ask about the request that you received, you can ask some questions. We will interact with you and answer and ask questions back to the vendors.

Our current system for absentee ballots, as outlined by Title 15 in the Delaware Code, has the methods how to file for your application for absentee, how it's sent out to you, how you send it back and get your absentee ballot. None of that changes.

The only thing that's going to change is

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how we count the absentees after they are
returned to the three departments of elections.
Currently they are sorted by ED and
distributed the morning of the election, and the
poll workers count the absentees during the day
when possible.

Because of the influx of population and
the long lines that we are having, we are finding
it difficult for a lot of the poll workers to
take time out to count. There is the possibility
of inaccurate counting and taking away people
from their work and making longer lines, so we
hope to have the central absentee system where
the vendor will provide us with the system that
will allow us to count absentee ballots in one
location in each county.

Do you have any questions about that so
far?

MOLLY TERRY: No, sir.

FRANK CALIO: Okay. Any questions that
you may have about the proposal? I will start
with you, Charles, since you have had all morning
to study it.

CHARLES LEMAC: No questions. It is
three central plus the one for the Commissioner's office? Is that right?

FRANK CALIO: No, it will be just for the counties.

CHARLES LEMAC: Just for the three?

FRANK CALIO: Yeah, just the three counties. Correct? Nothing from my office.

KEN MCDOWELL: Statewide.

FRANK CALIO: Yeah. The system will go into the state's mainframe, the tally.

One question that was brought up this morning, Molly, on page two of the contract --

MOLLY TERRY: Uh-huh.

FRANK CALIO: -- under proposal, three, contract period, we have asked for five years and servicing for that period of time. I don't have your slip, Howard, that you had made this morning, but we will get you a copy of it.

MOLLY TERRY: Okay.

FRANK CALIO: Yeah, here it is. Same thing for this, Howard? On number three for the contract period, election day support is required as follows on site.

HOWARD SHOLL: What do we say in here?
I forget what we said about election day support.
I know we had it for the first year.

PAT MURRAY: On site 2006 and 2008 and
telephone support for --

FRANK CALIO: No.

JOYCE WRIGHT: That's the pollbook.

PAT MURRAY: Oh.

HOWARD SHOLL: I don't remember.

On-site technical for 2006 election. We could go
beyond that for the on site.

FRANK CALIO: Okay.

HOWARD SHOLL: If we want to change
that, we could, but we have to put it in the
addendum.

FRANK CALIO: Okay, so right now that
would be for the 2006 cycle unless we change
that. We would notify you.

MOLLY TERRY: And, by outside, would you
want a Hart technical person in each of the three
counties?

HOWARD SHOLL: Yes.

MOLLY TERRY: Okay, not here, obviously.
Well, we do have some questions, and all these
questions will also be submitted in writing --
FRANK CALIO: Yes.

MOLLY TERRY: -- before the eighth, I believe, but this is a preliminary list and there is a couple that are pretty general information that it's probably on the website somewhere but, since I have you all here, I will go ahead and ask it.

FRANK CALIO: Sure.

MOLLY TERRY: From previous data I have the absentee-by-mail volume for New Castle as 10,000, Sussex 6,000, and Kent 4,000. Would you say that's still accurate for your absentee?

ELAINE MANLOVE: In a residential year.

MOLLY TERRY: In a residential year, okay. And what is the number of registered voters for each of those counties, registered voters, an estimate?

HOWARD SHOLL: 350 at the present time.

KEN MCDOWELL: Sussex about 112?

ELAINE MANLOVE: New Castle County 350,000.

FRANK CALIO: Try to speak up and speak to her so she can see you.

RANDY GOODLET: Kent is 84,000 to
86,000.

MOLLY TERRY: And also how many
full-time employees for each office will you be
training? How many full-time employees in your
office that would need training?

KEN MCDOWELL: That's probably about,
for Sussex County, probably about eight or ten
would be total. They won't all be full time.

ELAINIE MANLOVE: Probably same for New
Castle.

MOLLY TERRY: This is easy.

JOYCE WRIGHT: I am going to say the
same, because then I can get --

HOWARD SHOLL: Yeah, those are kind of
like high numbers.

MOLLY TERRY: Okay. On the RP page one,
number four, proposal reply section, it says
please define, see proposal summary. Is there a
form to complete other than in the list, other
items in the lists that are forms? So this one
wouldn't be an actual form, I guess.

HOWARD SHOLL: Okay, we had that
question with our contract people.

MOLLY TERRY: Oh, did you? Okay.
HOWARD SHOLL: And that is your couch.

MOLLY TERRY: Okay, so that's our

charge, that's our response is the summary.

HOWARD SHOLL: Yeah. They are probably

laughing because we had the same question. We

couldn't find it in any of the examples.

MOLLY TERRY: Okay, and here is another
detailed question. RFP Page 14, item eight,
economy and preparation, prohibiting ring binder.

If this is true, what is the recommendation? How

would they like it bound, considering the number

of pages we are submitting? If we can't use a

three-ring binder, would you prefer some other

kind of binding?

HOWARD SHOLL: You know, punch a hole in

the side and put a little plastic thing on it.

MOLLY TERRY: The little binding?

FRANK CALIO: Spiral binding?

MOLLY TERRY: Spiral binding?

HOWARD SHOLL: Yeah, this is what our

contract people recommended. They say you just
don't want all those big binders hanging around.

MOLLY TERRY: No problem. On the RFP, Page 18, number 5. --
PAT MURRAY: No, I was just -- I couldn't hear you.

MOLLY TERRY: Okay, I will try to speak a little more clearly. RFP Page 18, Number 5.2 slash B and C, the question is refer to opening and closing poll unit. How does that fit with the central count system? I guess what I am saying is there any kind of connection with the two?

HOWARD SHOLL: Page 18?

MOLLY TERRY: Yes.

HOWARD SHOLL: Opening and closing of the unit. You start it up. There should be some.

MOLLY TERRY: Here at the actual elections office?

HOWARD SHOLL: Yes. In other words, calling the unit essentially a poll.

MOLLY TERRY: Okay.

HOWARD SHOLL: It's probably the wrong terminology.

MOLLY TERRY: So unit is, for me, valid now is actually software and scanner.

HOWARD SHOLL: No, you bring the system
up. You have preliminary information validated and so forth.

MOLLY TERRY: Okay.

HOWARD SHOLL: When you close it down, you should also have closing type information.

MOLLY TERRY: Got it. The next one, and I'm sorry to do this again, on Page 19, Number 6.1, Section C, absentee ballot specifications, please explain proof sheets in each record. That is something we weren't familiar with.

HOWARD SHOLL: When you build a ballot, and maybe this is something we are used to with the Datahurst system, you enter the data and then you can print off a thing, and you say these are all the candidates, these are all the offices, these are the candidates for the offices, these are the polling places, so you can proof the data.

MOLLY TERRY: Not a problem.

HOWARD SHOLL: Proof your data entry, and mostly document what you did so you put the file there, well, here it is, here is what we checked.

MOLLY TERRY: No problem. That's a
standard report. That's fine. On Page 19, 6.2-C, it states, refers to a voting device, and the question was how does this fit with central count system, so I guess it's kind of -- (inaudible)

(There are other discussions taking place throughout the room, making it difficult to hear.)

REPORTER: I'm sorry?

FRANK CALIO: We are having trouble hearing up here with the mumbling. Sorry about that. It's not you, Molly. Do you need the question asked again?

REPORTER: You said how does this fit with the central count system.

HOWARD SHOLL: Yes, that's the, would probably be your PC that's doing the monitoring of the scanning, of the scanner.

MOLLY TERRY: Okay. Thank you for your patience.

HOWARD SHOLL: No, that's --

FRANK CALIO: That's what you are here for.
HOWARD SHOLL: Yeah. You know, if words have meaning, we obviously confused you.

MOLLY TERRY: Okay, and this was the final question. RFP Page 51, 10 percent bond to accompany proposal, please confirm that a bid bond and completion of this form are not required. Because I think earlier in the document it said no bond required, but it's mentioned again on Page 51, so.

HOWARD SHOLL: Yeah, our contracting representative told us to leave that page in there. We saw no reason to leave it in there, but.

MOLLY TERRY: Okay, so there is no bonding?

HOWARD SHOLL: No.

MOLLY TERRY: That's been confirmed. Okay. And at this point that concludes our questions, and we may submit others in writing before the deadline.

FRANK CALIO: Yes.

HOWARD SHOLL: Do you have any questions about the data formats? That's kind of, in building the databases, and that's where we have
laid out, because that's kind of what we are used to. We want to make sure if you have any questions, let us know. You know, we will provide you an extract of data so that you can use in preparing for demonstration or whatever.

MOLLY TERRY: Okay.

HOWARD SHOLL: Joe, that's easy; right? We already do that. (Laughter)

JOE CLARK: Yeah, we got that.

MOLLY TERRY: And I recall from a prior meeting that, even though it is the Datahurst system, there are Delaware specific components, and especially the mapping back to you, the state system, what some of that may mean, so I won't be overly confident to consider it done, but, because we have mapped it before --

HOWARD SHOLL: Yeah, Joe has it.

FRANK CALIO: Do you have any concerns about the milestones on Page 22, the timeframe?

MOLLY TERRY: No, sir.

FRANK CALIO: Okay. Okay, any other questions from the vendors? Any questions from the floor? Are we going to need to supply data like they asked for in the first meeting?
JOE CLARK: Yes, if they want some, yeah. We will supply information in the file formats that are in there. There is like, I think it's the offices, the candidates for the different offices, and then we call it the EDR, the precinct file, and then there is a connection between the precincts and the offices of the counties.

Of course, we build that information in the mainframe and then we pull it out and load it into the software to build the ballot. We know it's all consistent, and that's what this is about.

I guess the information would be, it would be like three files of information, one for each county. There would be three files of information, one for each county. I'm sorry. Three sets, I guess I should say.

HOWARD SHOLL: Well, yeah, let's think of all the talking about during the demonstration, though. Maybe we only want to use one county's data, you know. It doesn't matter, because we are just doing a demonstration of --

MOLLY TERRY: Right, so you would

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actually want to see the importing and the out.

HOWARD SHOLL: Yeah, we want to be able
to can you freeze without the ballot, can you --
And maybe what we should do is identify a couple
of districts, because what we want to do at some
point is vote ballots or we have to push them
back through the system.

And if you would ask them to provide us
ballots by a particular date. If you programmed
it, you provide us the ballots, we vote them, we
hand count them, which I don't look forward to,
and then we run the results and see how it
handles. Does that sound reasonable?

MOLLY TERRY: And you would want to do
that prior to March 10, 13 and 14?

HOWARD SHOLL: Yeah, you know, whatever
number of ballots we think is useful. Probably a
couple hundred?

JOE CLARK: I guess.

HOWARD SHOLL: They would have to come
in. We would have to vote them.

JOYCE WRIGHT: And count them.

HOWARD SHOLL: And count them. As long
as we put that in the addendum to have you
provide them by a certain date.

ELAINE MANLOVE: We should (inaudible - speaking too low)

REPORTER: I'm sorry, can you repeat that?

ELAINE MANLOVE: I'm sorry. We should maybe try one with Wilmington City Council. It's just a unique ballot.

HOWARD SHOLL: We will provide you with data and the parameters.

FRANK CALIO: Okay. Any other comments? We thank you both for taking time out from your day to be with us. And, again, if you have any questions, you have the deadline to forward them to us, and we will get an answer back to you. In the meantime, we will supply you with the information that Mr. Sholl discussed and Mr. Clark.

CHARLES LEMAC: Will you also publish the minutes from the meeting?

FRANK CALIO: Yes, she will have those to us probably sometime next week and we will send them to you. Okay, thank you very much.

MOLLY TERRY: Thank you.
(Concluded at 1:15 p.m.)

CERTIFICATE

I, Lorena J. Hartnett, a Notary Public and Registered Professional Reporter, do hereby certify that the foregoing is an accurate and complete transcription of the proceeding held at the time and place stated herein, and that the said proceeding was recorded by me and then reduced to typewriting under my direction, and constitutes a true record of the testimony given by said witnesses.

I further certify that I am not a relative, employee, or attorney of any of the parties or a relative or employee of either counsel, and that I am in no way interested directly or indirectly in this action.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal of office on this 3rd day of February 2006.

[Signature]

Lorena J. Hartnett, R.P.R.

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