

# Mississippi Secretary of State's Office

Request for Proposal No. 3706  
Voter Identification Card System

# RFP 3706

In order to meet the requirements set forth in House Bill 921, 2012 Regular Session, the Mississippi Secretary of State's office requests proposals for implementation of the system and services necessary to produce the Mississippi Voter Identification Card.

# Attendance

- Roll Call
- Please email your business card to Donna Hamilton (Donna.Hamilton@its.ms.gov)
- Attendees will be posted on the ITS website (www.its.ms.gov)

# Agenda

- Project Overview – John Sullivan, MSOS
- Process Flow - Madalan Lennep, MSOS
- Procurement Guidelines – Donna Hamilton, ITS
- Questions/Answers

# Project Overview

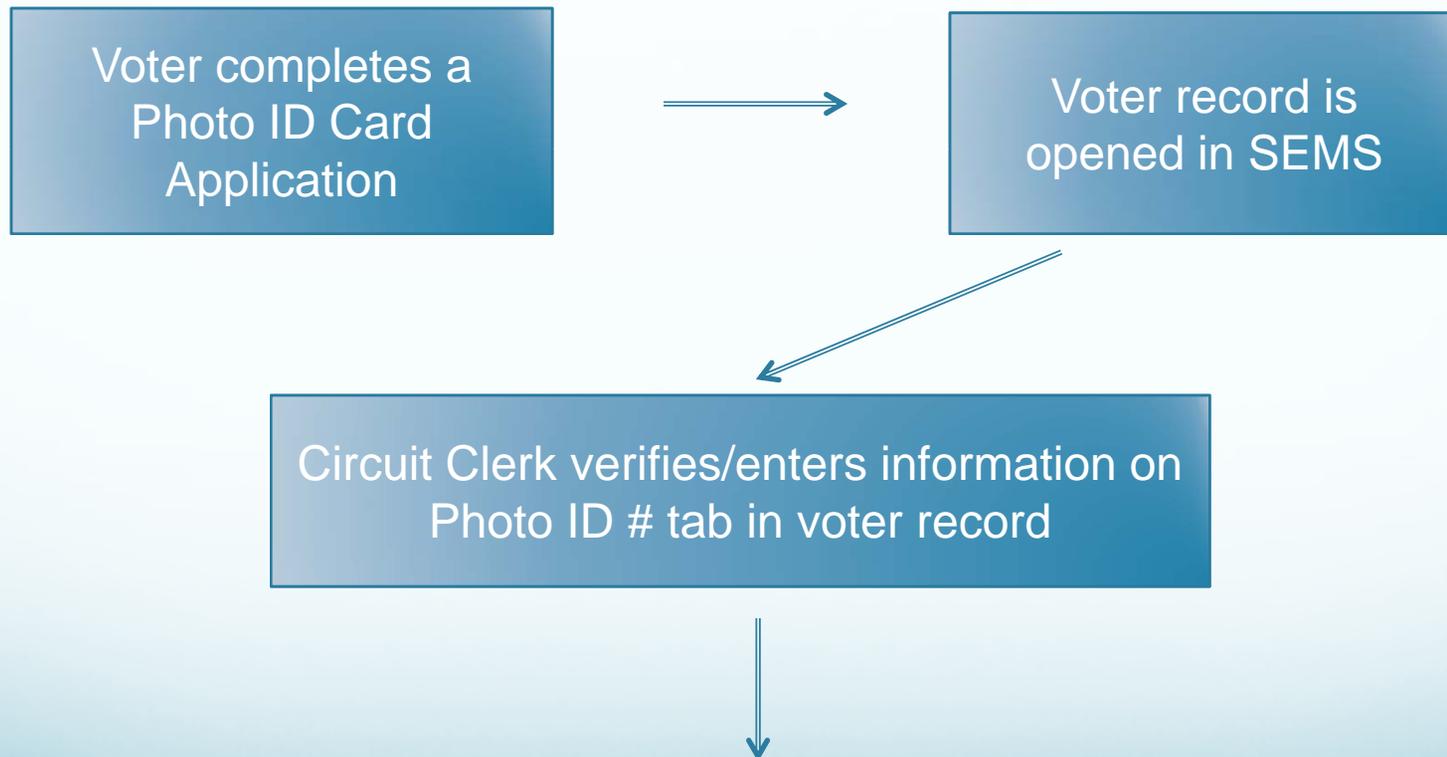
- House Bill 921 requires voters to present photo ID and provides that voters may obtain a free voter ID card if they don't possess photo ID
- Voter ID card applications will be processed through county registrars' offices
- Project vendor will:
  - Receive digital photo and card information
  - Create card
  - Mail card to voter

# Overview of Photo ID Card Process

- **New Voter Registration**
  - Voter completes Voter Registration application and Circuit Clerk registers voter then saves voter record in SEMS.

# Overview of Photo ID Card Process

## County Photo ID Card Creation Process



# Overview of Photo ID Card Process

## SEMS VOTER REGISTRATION SCREEN

**Voter Registration**

Voter Print Elections Petitions Imaging Address Exit DP5 Information [Help](#)

New Save Clear Search Process Batch

Voter ID	Last Name	First Name	MN	Suffix	Maiden Name	Birth Date	EST	Age	Driver License	SSN
775198855	AARON	LARRY	D			xx/xx/xxxx	<input type="checkbox"/>	21	NO DL	XXXXXXXXXX

**Residence** History **Contacts** Absentee **Voting History**

Standard NCOA/NVRA Clear

House #	Suffix	Pre Dir	Street Name	Type
150			RUST	AVE

Post Dir Unit Type

City/St/Zip HOLLY SPRINGS MS 38635

County MARSHALL Precinct 1NHS [Split](#) 5

Polling Place HS MULTIPURPOSE BLDG Migration Comments

**Mailing**

Country UNITED STATES OF AMERICA Clear

Address 150 RUST AVE

City/St/Zip HOLLY SPRINGS MS 38635

**Registration** Misc Info Photo ID # **Custom**

Photo Identification #

Card Issue Date

ID Documentation

**Create Card** **Cancel Card**

Comments

**Image**

Detail Select Sig Update Sig < >

This number will be auto generated by SEMS.

This number will be auto generated but editable in SEMS

Dropdown list will include:

- EVVE Verification
- Birth Documentation
- Social Security Card
- Medicare Card
- Medicaid Card
- Other \_\_\_\_\_

# Overview of Photo ID Card Process

Circuit Clerk clicks on “Create Card” button



Voter ID Card application opens



# Overview of Photo ID Card Process

## DATA INTERFACE FOR FRONT OF PHOTO ID CARD

**Voter Registration**

Voter ID: 775198855 | Last Name: AARON | First Name: LARRY | MN: D | Suffix: | Maiden Name: | Birth Date: xx/xx/xxxx | EST:  | Age: 21 | Driver License: NO DL | SSN: xxxxxxxx

**Residence** | History | Contacts | Absentee | Voting History

Standard | NCOA/NVRA | Clear

House #: 150 | Suffix: | Pre Dir: | Street Name: RUST | Type: AVE

Post Dir: | Unit Type: | City/St/Zip: HOLLY SPRINGS MS 38635

County: MARSHALL | Precinct: 1NHS | Split: 5

Polling Place: HS MULTIPURPOSE BLDG | Migrations: | Comments:

**Mailing**

Country: UNITED STATES OF AMERICA | Clear

Address: 150 RUST AVE

City/St/Zip: HOLLY SPRINGS MS 38635

**Registration** | Misc Info | Photo ID # | Custom

Photo Identification #: | Card Issue Date: | ID Documentation: |

**Create Card** | **Cancel Card**

Comments: |

**Image**

Detail | Select Sig | Update Sig | < | >

Data which will be exported to Voter ID Card Vendor for front of card:

- First, Middle, Last Name
- Residence Address
- Precinct Name
- County Name
- Photo Identification Number
- Card Issue Date

# Overview of Photo ID Card Process

DATA INTERFACE FOR BACK OF PHOTO ID CARD (Sent in one file)

**Voter Registration**

Voter ID: 775198855 | Last Name: AARON | First Name: LARRY | MN: D | Suffix: | Maiden Name: | Birth Date: xx/xx/xxxx | EST:  | Age: 21 | Driver License: NO DL | SSN: xxxxxxxx

**Residence** | History | Contacts | Absentee | Voting History

Standard | NCSA/NVRA | Clear

House #: 150 | Suffix: | Pre Dir: | Street Name: RUST | Type: AVE

Post Dir: | Unit Type: | City/St/Zip: HOLLY SPRINGS | MS | 38635 | County: MARSHALL | Precinct: 1NHS | Split: 5

Polling Place: HS MULTIPURPOSE BLDG | Migration Comments:

**Mailing**

Country: UNITED STATES OF AMERICA | Clear

Address: 150 RUST AVE

City/St/Zip: HOLLY SPRINGS | MS | 38635

**Registration** | Misc Info | Photo ID # | Custom

Photo Identification #: | Card Issue Date: | ID Documentation: |

**Create Card** | **Cancel Card**

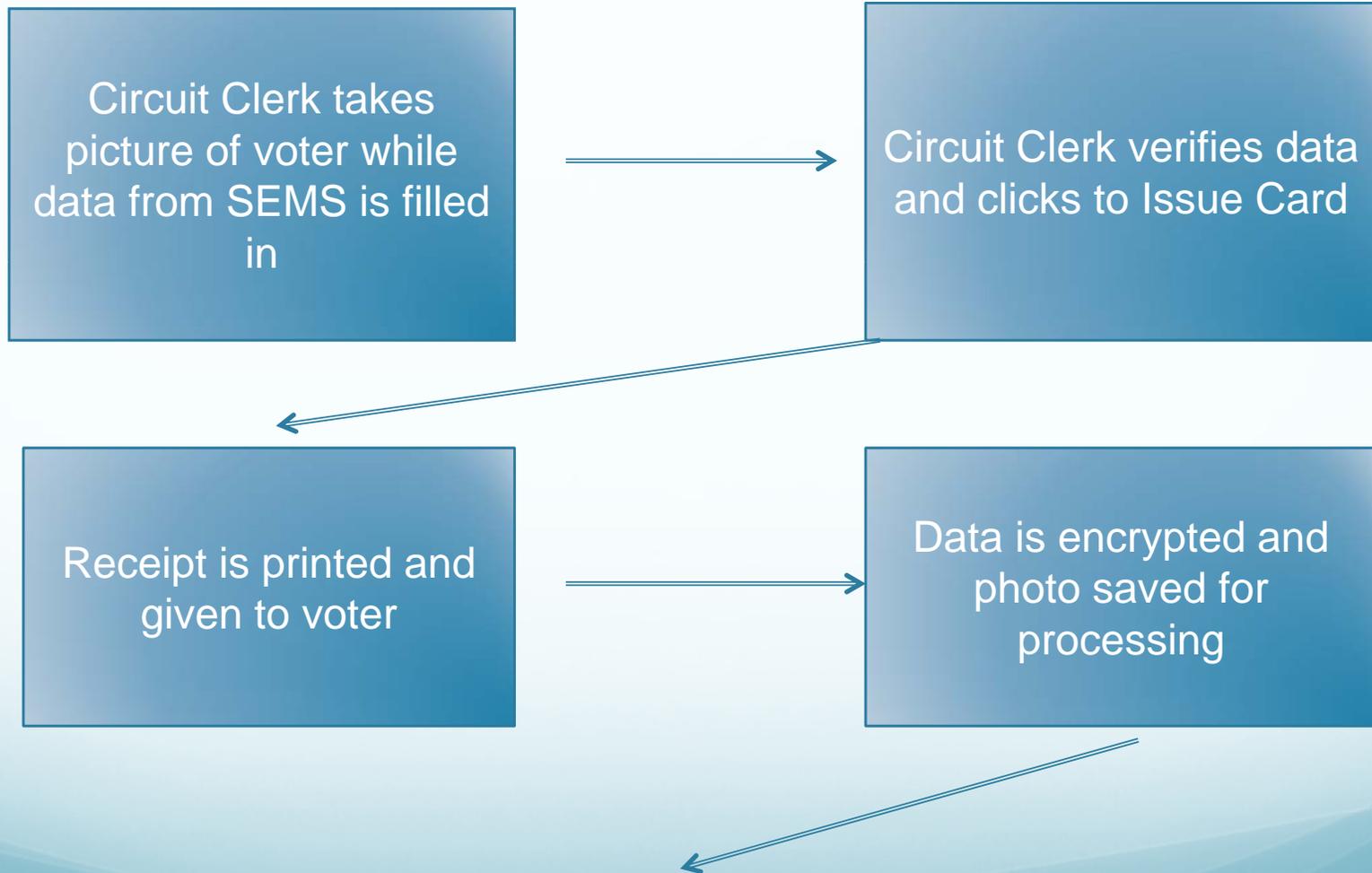
Comments: |

**Image**

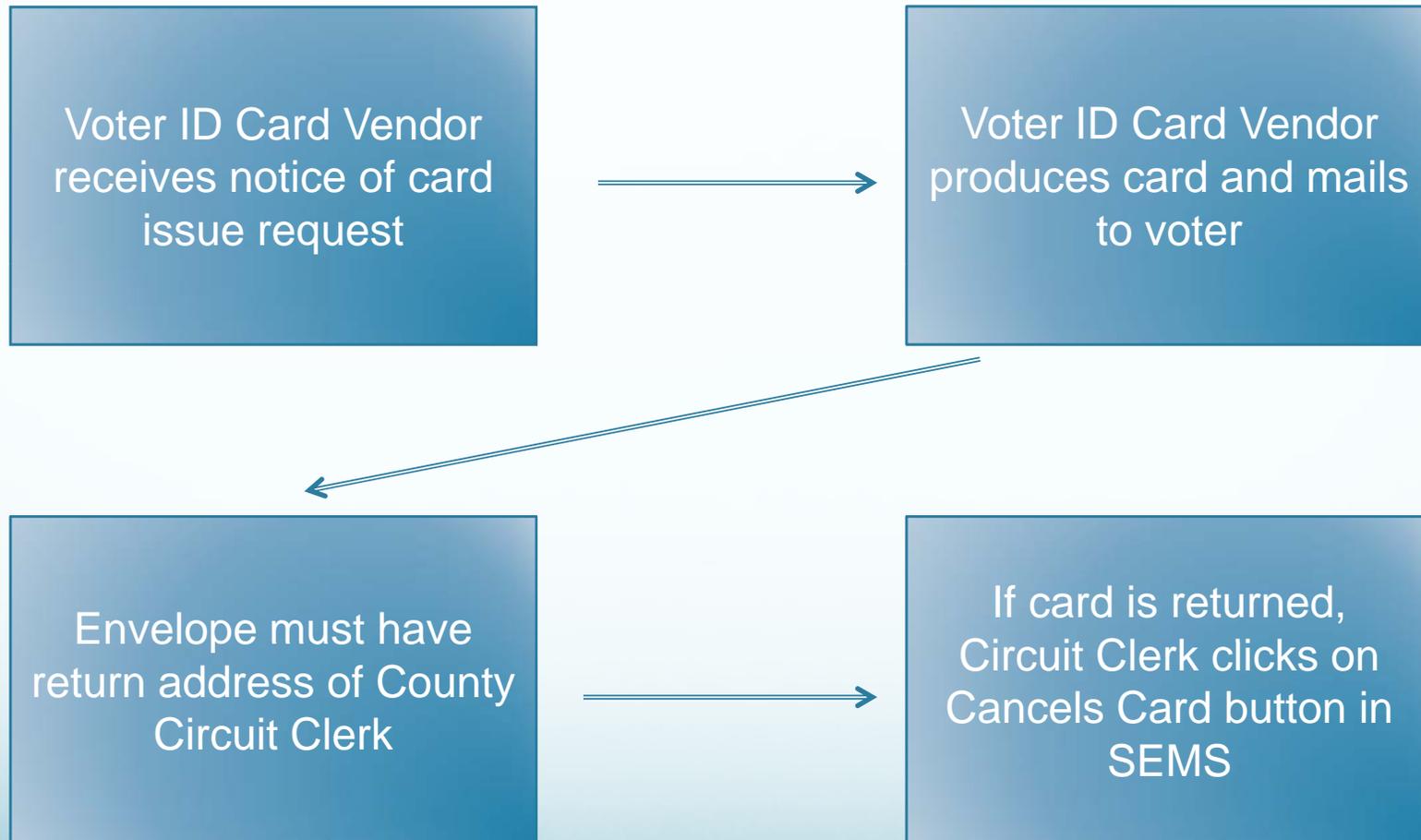
Data which will be exported to Voter ID Card Vendor for back of card:

- First, Middle, Last Name
- Voter ID Number
- Mailing Address

# Overview of Photo ID Card Process



# Overview of Photo ID Card Process



# Overview of Photo ID Card Process

- **Re-Issue Process**
  - Discuss in proposal how card can be re-issued with voter data and photo (but new Photo ID #).
- **Remote Photo ID Card Creation Process**
  - In some cases, SOS representatives may need direct access to the Voter ID Card Issue Application. The data captured would need to be returned to County Circuit Clerk for processing in SEMS without creating duplicate request for card.

# RFP Response

- 1 original, 5 copies, electronic copy on CD
- Proposal Bond, Section IV, Item 36
- Performance Bond, Section IV, Item 37
- Proposal Exceptions, Section V – not able to take exceptions after the fact
- Point by point response to Section VII

# Upcoming Dates

- Deadline for Vendor's Written Questions – January 15, 2013
- Deadline for Questions Answered and Posted – January 22, 2013
- Proposal Due Date – January 31, 2013

# Cost Information Submission

- Section VIII
- Costs must be submitted using the format provided
- Vendors cannot update costs after the proposal are opened
- Project Budget data is not available

# Standard Contract

- Exhibit A, Turnkey Agreement
- Review and take exception if necessary

# Additional Information

- Communication with the State, see Section II, Item 13. The State's contact person is Donna Hamilton, [donna.hamilton@its.ms.gov](mailto:donna.hamilton@its.ms.gov)
- Answers to Questions posed during the vendor conference are not official unless submitted in writing
- Continue to check the ITS website for updates related to the RFP ([www.its.ms.gov](http://www.its.ms.gov))