

UOCAVA Voter Scoping Strategy

Purpose:

This document is intended to provide adequate information that can be used for planning; to develop a strategy that can be implemented within Washington to insure that military and overseas voters, classified as UOCAVA voters - including those with disabilities - are able to exercise their right to vote and have those votes counted.

Background:

In 2006, Washington with nearly 170,000 military and civilian eligible voters living abroad, 29,834 ballots were sent to this group of voters and only 15,705 were cast or counted. Less than 18% of the eligible UOCAVA voters requested a ballot; less than 10% of the eligible UOCAVA voters cast or had a vote counted. This is unacceptable. Washington has successfully demonstrated the value technology can play in allowing voters to register over the Internet. It is time to deploy similar technology and methodologies that will enable UOCAVA voters to exercise their right to vote securely, privately, and accurately; in accordance with the rights and privileges exercised by all other voters within the state, and to ensure that those that do vote have their votes counted.

Scope:

This project would initially provide pilot programs for serving overseas voters from up to ten counties in the state, expanding to up to half of Washington counties, ultimately providing a permanent system for serving all Washington UOCAVA voters. It would be in the best interest of Washington to select a vendor that has the ability to develop a solution that can be transferred completely to local and/or state election officials by the end of the project. The system should also be able to be expanded to serve other voting populations that are disenfranchised by poll station voting as deemed appropriate by the Secretary of State or Legislature, including disabled voters, voters that become victims of natural disasters, hospitalized voters or all voters.

Proposal:

The ultimate goal the state seeks to achieve through the work described in this document is to enable UOCAVA voters (including those with disabilities) to be enfranchised at the same level as all other voters within state. Ultimately, the intent is for the UOCAVA processes and technology to be implemented by County Auditors at the local level.

A key principle of this document is that we must walk before we run. Consistent with this principle, it is acknowledged that greater outside professional services and vendor assistance is required up front as the processes and technologies are being implemented. A team of professionals consisting of the most qualified experts and managers in the election field will be required. We propose a series of pilots that will provide best practices and guidelines that will be used first in selected counties and eventually statewide. Success at the end of this work will be achieved if local election

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officials are able to execute the UOCAVA processes and technologies with little or no assistance from outside contractors providing all Washington voters anywhere with the ability to vote privately and securely and to be sure that their votes have been counted as intended.

Sustainable success in the implementation of a permanent and functional UOCAVA solution that enfranchises UOCAVA voters, including those with disabilities, requires a multi-phased approach.

- **Phases**

Phase I – Project Initiation	April-June 2009 (at the discretion of Secretary of State's Office)
Objective: Produce a written report that clearly defines the specific UOCAVA process to be implemented, objectives to be measured and timeline for complete implementation.	

Phase II – Construct UOCAVA Process	August-October 2009 (at the discretion of Secretary of State's Office)
Objective: Draft specific Project Initiation Document for serving UOCAVA voters in the state; including responsibilities and deliverables by all stakeholders, including contractors, participants from the Secretary of State's and participating County Auditors' offices and academic researchers evaluating and measuring the success of the project.	

Phase III – Initial Pilot (Staffed primarily by outside contractor, with limited support from Secretary of State's office)	April 2010 (or as early as Sept-Nov 2009 for a special election)
Objective: Conduct initial pilot with 5 to 10 counties, implementing an electronic voting channel with military-grade security for optional use by UOCAVA voters for comparison with traditional UOCAVA processes; evaluate the training and education required to increase UOCAVA voter participation and review and compare the overall UOCAVA experience for all participants.	

Phase IV Phase IV – Second Pilot (Staffed primarily by outside contractor, but involving some state election personnel)	August & November 2010
Objective: Conduct second pilot with the same 5 to 10 counties and an additional 5 to 10 counties. This pilot will implement the changes agreed to from the first pilot and increase participation and testing with additional counties being involved. State personnel will be more involved in this pilot though responsibility for the pilot will be primarily contractors.	

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Phase V – Statewide Local Elections (Significant staff Support from outside contractor)	2011
Objective: Initiation of transfer of control to counties that have participated in two pilots, and initiation of pilots in remaining counties. Conduct local elections implementing the UOCAVA solution statewide throughout 2011. Though contractors will be fully supporting this general election, there will clearly be significant involvement by the state election personnel at both the state and county level.	

Phase VI – Handover	February 2012
Objective: Handover to state and each County Auditor's office processes, training materials, and technology to enable them to run the solution in any and all elections going forward.	

Phase VII – Washington Conducts Election Independently	August 2012, November 2012
Objective: Provide state with minimal assistance as needed enabling them to run the UOCAVA solution independently, and expand to more voters.	

• **Pricing**

Phase	Level of Effort	Possible Estimated Price Range
I	<ul style="list-style-type: none"> • 6 weeks of Election Management engineering/consulting to ensure understanding of state requirements 	\$40,000-\$60,000
II	<ul style="list-style-type: none"> • 10 weeks of election management engineering/consulting to develop UOCAVA process specific to state requirements 	\$100,000-\$200,000
III	<ul style="list-style-type: none"> • 12 weeks of election management engineering/consulting to <ul style="list-style-type: none"> ○ Implement process ○ Conduct training ○ Build ballots ○ Test integration with existing election management systems • Necessary software and training to conduct initial pilot <ul style="list-style-type: none"> ○ Conduct Pilots 	\$300,000-\$700,000

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	<ul style="list-style-type: none"> • 8 weeks of election management engineering/consulting post election: <ul style="list-style-type: none"> ○ Evaluate the processes ○ Review challenge errors ○ Conduct lesson learned briefing ○ Recommendations for next pilot 	
IV	<ul style="list-style-type: none"> • 12 weeks of election management engineering/consulting to: <ul style="list-style-type: none"> ○ Conduct training for the new counties being added ○ Build ballots ○ Test integration • Necessary software and training to conduct initial pilot <ul style="list-style-type: none"> ○ Conduct Pilots • 8 weeks of election management engineering/consulting post election: <ul style="list-style-type: none"> ○ Evaluate the processes ○ Review challenge errors ○ Conduct lesson learned briefing ○ Recommendations for next pilot 	\$500,000-\$900,000

Phase	Level of Effort	Possible Estimated Price Range
V	<ul style="list-style-type: none"> • 20 weeks of election management engineering/consulting to: <ul style="list-style-type: none"> ○ Conduct training for the new counties being added ○ Build ballots ○ Test integration • Necessary software and training to conduct General Election <ul style="list-style-type: none"> ○ Conduct General Election • 4 weeks of election management engineering/consulting post election: <ul style="list-style-type: none"> ○ Evaluate the processes ○ Review challenge errors ○ Conduct lesson learned briefing ○ Recommendations for next election 	\$1.5 to \$2.5 million (Approximately \$10 – \$15 per registered UOCAVA voter)
VI	<ul style="list-style-type: none"> • 4 weeks of election management consulting to: <ul style="list-style-type: none"> ○ Provide final report ○ Ensure process is understood ○ Finalize training 	\$60,000-\$80,000

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	<ul style="list-style-type: none">○ Finalize recommendations for next election	
VII	<ul style="list-style-type: none">● Primary and General Election<ul style="list-style-type: none">○ Software and services(Note: The State may deem it in their interest to establish a state wide license versus a per county license)	Ongoing annual license fee per county ranges from \$20,000 - \$120,000 per year plus between \$2 and \$7 per registered UOCAVA voter**

**This license could be expanded to serve other voting populations that are disenfranchised by poll station voting as deemed appropriate by the Secretary of State or Legislature, including disabled voters, voters that become victims of natural disasters, hospitalized voters or all voters.