REQUEST FOR APPLICATIONS NO. PS20161796

SUPPLY OF COMPUTING EQUIPMENT, SUPPLIES AND RELATED SERVICES

FOR MUNICIPAL ELECTIONS AND BY-ELECTIONS

QUESTIONS AND ANSWERS NO. 1

ISSUED ON MARCH 13, 2017

Q1	Will you accept to reduce the minimum resolution to 1366X768 (HD resolution) in lieu of 1900X600 (HD+ resolution) in order for us to offer a cost effective solution to meet your needs?
A1	Yes.
Q2	Do you require Window 7 Home or Pro?
A2	Pro.
Q3	What is the required warranty period? (I did not see it)
A3	Typically when the City purchases laptops, the City asks for 3 yrs with the 4th year being time/materials coverage. As the City may take the service pkg option, there will be no difference to us. However, there may be impacts to other municipalities if they are selecting the buying option.
Q4	The RFP does not directly indicate that installation services are required at the Polling Offices. Can you elaborate if or what services would be required from an initial installation of the device perspective?
A4	For CoV: installation services are not required at the Voting Places (Polling Offices). CoV devices are to be imaged to CoV specifications, packed in carrying bag and tagged, and delivered to the CoV Election Office at 450 W Broadway, Vancouver, BC, in the quantities confirmed and by the dates to be mutually confirmed. The intent is for Voting Place teams to set-up the devices themselves on the mornings of voting, with both telephone and/or on-site support where required (i.e., device failure). Should the proponent require more detail as to preferences of other communities, they can request further information.

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Q5	The RFP does not directly indicate that de-installation services are required at the Polling Offices. Can you elaborate if or what services would be required from an initial de-installation of the device perspective?
A5	For CoV: similarly to installation requirements, Voting Place teams will return the devices to the Election Office and the vendor will be responsible for retrieving them from that location on a mutually agreeable date following the expiry of key dates related to results challenges, etc. Subsequent to pick-up the vendor will scrub the image and any data from the device and provide the City with a certificate of data destruction to confirm completion. Should the proponent require more detail as to preferences of other communities, they can request further information.
Q6	Can you provide an address listing of the polling stations and the anticipated count of assets per site? If the current addresses are not yet known, can you provide the addresses from the last election?
A6	For CoV: Voting Place locations will number between 120-130 sites, all located with Vancouver city limits plus the University of BC Endowment Lands. Voting Places for each community will be within the city/municipal boundaries of that community, with the possible exception of West Vancouver. Should the proponent require more detail as to preferences of other communities, they can request further information.
Q7	Please clarify the blank cells in Annexe 3 in cells H7, H8, H9 and P20, P21, P22 within the Services Deliverables tab.
A7	The information on the Services Deliverables tab has already been updated.
Q8	The RFP indicates Windows 7 as the preferred operating system. Would the City accept Kaby Lake (Windows 10) as the operating system?
A8	For CoV: we will conditionally accept Win10 based on the requirements of the electronic Voters' List software; we can confirm viable OS versions once the bid cycle for that software is complete. I would invite the vendor to provide pricing for individual OSs should there be a cost implications for different versions; typically electronic Voters' List software is compatible over a number of Windows versions.

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Q9	When will the purchase take place? (this may change the models quoted on the RFP)
A9	For CoV: the lease of the devices for the Cov will occur in 2018, likely in Q2 with expected delivery of first set of devices for training purposes due in mid-Aug 2018 and the balance shortly thereafter. Once the statutory election dates are confirmed and the CoV finalizes its timeline, we can work with the vendor to confirm target dates for key deliverables (i.e., image design/build, imaged device made available to CoV for testing and test sign-off, delivery) that factors in the vendor's capacity for imaging the number of devices required. Should the proponent require more detail as to preferences of other communities, they can request further information.
Q10	Would you consider laptops with cellular radio vs. network card?
A10	For CoV: the CoV requires the laptops to connect to at least two different internet connections: 1) managed wifi environments covering approximately 75% of the 120-130 sites; and. 2) provided wifi hubs/hotspots at the remaining sites. The intent is for the CoV to provide the vendor with the login credentials for each wifi environment for purposes of the vendor building them into the device image. This approach will enable Voting Place teams to automatically connect to the internet regardless of the method through which connectivity is provided. The vendor should ensure laptops have the appropriate components to allow for the use as stated above. Should the proponent require more detail as to preferences of other communities, they can request further information.