

proposal

Helping organizations increase Performance & productivity for their Business and Customers.



Proposed Solution

Voter Magic Upgrade
May 2018

Prepared For
City of Fort Collins

Rita Knoll
City Clerk's Office

Submitted By
Force Business Intelligence
Gregory Houston



May 7, 2018

Rita Knoll
City of Fort Collins
City Clerk's Office
300 LAPORTE AVE
FORT COLLINS CO 80521-2719

Reference: **Voter Magic Enhancements**

Dear Rita,

We appreciate the opportunity to discuss the upgrade of the Voter Magic application to the most current tools and programming languages, and to add several new enhancements to the application. Because of additional functionality added over the years, we agree that it would be good practice and time to reorganize the underlying code to make it more readable, structured and organized. Additionally, by upgrading to the latest tools, this will extend the supportable life of the application many more years.

Based upon our discussions we estimate the re-write and upgrade of the Voter Magic application to take 180 hours. The table below includes the tasks and related cost estimates.

Force Business Intelligence will also deliver to the City of Fort Collins City Clerk's Office, a copy of all Source Code for this most current version of the Voter Magic Application after it is completed.

TERMS AND CONDITIONS

Gregory Houston will assume project manager responsibility for this engagement and will be assisted by other members of our consulting staff as needed. We can begin work on this engagement after we receive a signed copy of this proposal.

The fees for the programming and consulting services outlined this engagement letter will be performed at the rate of \$95.00/hour and total approximately \$17,100. We determine our fees by actual time spent and bill for our services weekly.

If, during the course of the engagement, we determine circumstances are such that substantially greater work is required than estimated, we will discuss it with you and gain your approval before proceeding.

This executed proposal letter is to serve as a contractual agreement between the parties included herein. The State of Colorado governs the legality of this proposal letter.



Item	Functionality
1	Update codebase to Visual Studio 2017
2	Database logic - change out imbedded data sources and make compatible with all versions of SQL Server from 2008 - 2017
3	New Category - Pending (In addition to Accepted, Rejected)
4	Control Sounds for specific actions and messages
5	Add VoterAddDate on Importing
6	Any time someone issues a ballot or scans a ballot, we need a pop up message/reminder that says something to the effect "Should a comment be assigned?" This pop up would not be needed for scanning undeliverables; but the option to enter a comment should still remain on the screen. NOT FOR BATCHING JUST. ACCEPTED BALLOTS IN THE MAIL DON'T NEED A COMMENT.
7	Add DEFAULT COMMENT on import coming from a daily file
8	Modification to Menu Choice Batching. Change text to 'Scanning' Have the following choices under Scanning: 1. Scan Accepted Ballots 2. Scan Rejected Ballots 3. Scan Undeliverables 4. Scan Pending 5. Unscan a Ballot 6. Admin Voids (Filter the Batch ID selection combo based upon the Menu Choice) Only One Scan type windows open.
9	Need to be able to see unit numbers in the search results grid.
10	Need to be able to run reports in different ways. (Cumulative or Daily) For example, the cumulative batch file is designed to be just that. But I also use it to see what we did on a specific day. It would be good to be able to run the report as the cumulative result, but also to be able to run the report for the whole period selected, but on a daily basis, i.e. it would run Monday, then Tuesday, then Wednesday, then Thursday, etc. without having to cue each one individually. Group by date. (different report) Report option is group by day
11	Need a new report for Rejected Ballots that gives Voter ID, Ballot #, Voter Name, Residential Address, and Comment. It should probably sort by Voter Name, as one voter could have multiple rejected ballots. That way they would display together. Add this to Accepted ballots to Excel report.
12	Some of the ballots that we are rejecting because they need to go to signature verification, will not unscan. We often have to unscan an earlier ballot. Must be able to reject, unscan and then scan.



13	Currently, there is no data capture of whether or not a replacement application is required. It only appears as a choice when printing a label. Can we capture that data, and then when a ballot is scanned that has Application Required set to yes, VM will return an error message that says "This ballot requires that a Replacement Ballot Application be included with the ballot." There needs to be two choices: Scan it now or Set Aside for Rejection.
14	At the time of scanning, tied to the ballot, if an app is required, message box to say "This ballot requires an application.
15	Can we have the ability to force the order that the choices appear in the Batch Maintenance table? In other words, can I assign the Batch ID number so that they appear in order by number rather than alphabetically by batch name? Batch ID would be a sort order determination. (Low Priority)
16	Create Super-User Level (Rita & ?). They have EDIT authorization on the Voter Maintenance screen. 1. Residential Addresses 2. Mailing Addresses 3. Upper section except for Name 4. Precinct information 5. Replace Ballot Tab Edit should write to Audit Table
17	In the Voter Search window, make the Voter ID field type defaulted to Begins With, which should, in turn, make the value field "active" and ready for input.
18	Remove the language "ID req'd" from the label report.
19	In the report, Ballot Processed (by District), can you force a page break after each District so that I can provide individualized reports to each District tabulation station?
20	Have the search results grid display the ballot status to the right of ballot number.
21	Fix the ability to scan by ballot number (current) OR voter ID # . Two fields instead of one. Example: <i>(So I have hundreds of voters that have become ineligible to vote since we mailed our ballots. Primarily because they no longer live in Fort Collins.)</i>
22	Ballot Scanning and Unscanning write to Historical Table for Audit Trail
23	Validate Voided batches and counts - stored procedure mod.
24	Report to print labels (Avery Address Labels 5160), based on 1. Date Voter was Added 2. Date an Address Change was done 3. Date a ballot was rejected due to missing signature



CUSTOMER ACCEPTANCE

City of Fort Collins agrees to all pricing, terms, and other conditions specified in this proposal.

Accepted by: City of Fort Collins

Accepted by: Force Business Intelligence

By:

By:

Gregory Houston

Title:

Title: President

Date:

Date: May 7, 2018