Part C. Security and Accuracy (15 points)

The following questions (C.1-C.27) deal with security and accuracy of the proposed system to protect the integrity of Maine's elections.

C.1 **Prevention of Unauthorized Access or Tampering**	Describe how the proposed system prevents unauthorized access and/or attempted or actual tampering with the system by any individual (internal users or the general public). Include details for prevention of tampering during, before and after an election; while the device is in storage and from all locations, local and remote.
	Response: ➔
C.2 **Detection and Notification of Unauthorized Access**	Describe any features of the proposed system that will notify State or municipal election officials of, or otherwise allow them to detect, an attempted or actual tampering event.
	Response: ➔
C.3 **Removable Memory**	If removable memory is utilized, describe how the proposed system provides for tamper detection of any removable memory medium/device. Please explain how the removable memory device, if applicable, may be sealed into the proposed scanning and tabulating device.
	Response: ➔
C.4 **Wireless Port Security**	If wireless ports are available on the proposed system, how are they secured? If standard ports are used, how are they secured? If secured, how are they accessed (e.g. physical key, solenoid lock, etc.)?
	Response: ➔
C.5 **Storage Security**	If device interfaces and power connections can be accessed through the storage case, how are they designed to be tamper-proof while in storage?
	Response: ➔
C.6 **Software Upgrades**	Describe how upgrades and patches (including all certified firmware and software patches to repair defects) will be managed and introduced to any equipment or components of the proposed system in a manner that will ensure ease of implementation, consistency of administration across the State and ensure that the integrity of the voting system is maintained.
	Response: ➔
C.7 **Bidder Security**	Describe how Bidder maintains security internally, at customer sites, manufacturing sites and programming sites. (Response must include reference to site security measures and Bidder screening for potential security risks when hiring personnel who will be involved with this contract, or will have or had any involvement in the programming, design or manufacture of any components of the proposed system.)
	Response: ➔
C.8 **Encryption**	What, if any, encryption is employed at any point in the proposed system? If encryption is used, describe how and where it is deployed within the voting system.
	Response: ➔

<table>
<tr><td>C.9

User Acceptance HASH Code Testing</td><td>Will the Bidder provide the Division with the ability to verify the integrity of the software and/or firmware installed on the proposed system by using hash code testing upon receipt of the system? If so, please describe this process in detail.
Response:
➔</td></tr>
<tr><td>C.10

System Architecture</td><td>Please identify any non-proprietary commercially available components (hardware and software) of the proposed system.
Response:
➔</td></tr>
<tr><td>C.11

System Architecture</td><td>The following questions reference the architecture and configuration of the proposed system. Please indicate with an (X), the yes or no response. Use space below to provide any additional information.
<table>
<tr><th></th><th>Question</th><th>Response</th></tr>
<tr><td>11a</td><td>Does any part of the proposed system require software and/or firmware to be installed on the scanning and tabulating device?</td><td>☐Yes ☐No</td></tr>
<tr><td>11b</td><td>Are there any components of the proposed system that must reside on another platform?</td><td>☐Yes ☐No</td></tr>
<tr><td>11c</td><td>Is it necessary to include any add-on or third-party software to support functionality desired by the Division?</td><td>☐Yes ☐No</td></tr>
<tr><td>11d</td><td>Does the proposed system use any open-source software? If Yes, please describe below.</td><td>☐Yes ☐No</td></tr>
</table>
Response:
➔</td></tr>
<tr><td>C.12

Pre-Election Security</td><td>Describe any poll opening reports, security procedures and self-testing recommended or required for the proposed system prior to operation, and whether the system will operate if any of these steps are not completed.
Response:
➔</td></tr>
<tr><td>C.13

Physical Device Security</td><td>Describe any locking mechanism(s) or device(s) which will secure the proposed scanning and tabulating device immediately upon stopping operation of the device and prevent the scanning of additional ballots.
Response:
➔</td></tr>
<tr><td>C.14

Post-Election Security</td><td>Describe any poll closing reports (other than the tally report), security procedures and self-testing recommended or required for the proposed system after scanning operation ceases, to ensure that scanned ballots have been accurately tabulated and that the device is in good working order and has not been tampered with.
Response:
➔</td></tr>
<tr><td>C.15

Election Results Security</td><td>Describe any security procedures in place that prevent the proposed system from printing tally reports before the sequence of events required for the closing of polls is completed.
Response:
➔</td></tr>
</table>

C.16 Audit Capability

The following questions reference the audit capabilities of the proposed system. Please indicate with an (X), the yes or no response. Use space below to provide any additional information.

	Question	Response
16a	Does the proposed scanning and tabulating device contain an internal clock for recording dates and times of all activities? If "Yes", please describe below how access to this internal clock is secured from tampering.	☐Yes ☐No
16b	Does the proposed scanning and tabulating device produce an audit log that is created and maintained by the system in the sequence in which each operation is performed or each event occurs?	☐Yes ☐No
16c	Does the proposed scanning and tabulating device allow for extraction of all audit data from any internal or removable memory devices?	☐Yes ☐No

Response:
➔

C.17 Audit Reporting

The following questions reference the audit log printed by the proposed system containing system configuration and operational information. Please indicate with an (X), the yes or no response. Use space below to provide any additional information.

	Does the proposed scanning and tabulating device produce a printed audit log containing the following information?	Response
17a	Activation and deactivation dates and times?	☐Yes ☐No
17b	Identification of each unit by serial number or other unique identifier?	☐Yes ☐No
17c	Identification of the program and version being run?	☐Yes ☐No
17d	Identification of the election file being used (if applicable)?	☐Yes ☐No
17e	Record of all options entered by the operator?	☐Yes ☐No
17f	Record of all tabulation and accumulation activities?	☐Yes ☐No
17g	Record of all actions and events (e.g. paper jams, system malfunctions, etc.)?	☐Yes ☐No

Response:
➔

C.18 System Security Model

How will the Bidder work with the Division to devise and implement a system security model in which roles and privileges are defined to allow or prevent access to the proposed election management software and the voting devices (hardware and software/firmware).

Response:
➔

C.19 System Security

Please describe any other system-wide security procedures and describe how all security provisions are compatible with administrative set-up and operational use.

Response:
➔

C.20 Record of Votes Cast

Describe how the proposed scanning and tabulating device accurately reads and records the markings on a paper ballot and produces a detailed report of each vote cast.

Response:
➔

C.21 Ballot Markings

Describe the requirements for a valid ballot mark (e.g. a filled oval) to be recognized and recorded by the proposed scanning and tabulating device. Please explain any limitations of the device in recognizing the ballot markings, such as partially filled indicators.

Response:
➔

C.22 Pre-Election Testing

The following questions reference activities during pre-election testing designed to ensure data accuracy and integrity on the proposed system. Please indicate with an (X), the yes or no response. Use space below to provide any additional information.

	Does the proposed system provide the following functions?	**Response**
22a	The capability to run a series of diagnostic tests of all major components to ensure that every component and interface is working properly and utilizes the same software as was certified?	☐Yes ☐No
22b	Generates printed reports from the voting unit regarding the opening of the polls, including identification of each candidate contest and ballot question, verifying a zero start?	☐Yes ☐No
22c	Ensures that data will not be lost during the generation of reports?	☐Yes ☐No
22d	Ensures that functions cannot be initiated out of sequence?	☐Yes ☐No
22e	Enables test data to be purged from the system without impacting any other election data?	☐Yes ☐No

Response:
➔

C.23 Election Day Environment

Describe how the proposed scanning and tabulating device will operate correctly and accurately in a voting place that is exposed to adverse environmental conditions (e.g. extreme heat or cold, damp, dry, etc.). Please explain any limitations of the device with regard to environmental conditions, such as temperature and humidity ranges.

Response:
➔

C.24 Multiple Memory Sources

Does the proposed scanning and tabulating device store election data, including the tabulation of votes (by individual ballot), in more than one memory location, such as main storage and a programmable memory device? If so, how will the system verify that each memory source contains identical data and provide an error notification of any inconsistency? Please describe.

Response:
➔

C.25 **Logic & Accuracy Testing**	Are logic and accuracy test results stored in the memory (main storage and/or a programmable memory device) of the proposed scanning and tabulating unit on which the test was conducted? How are these results segregated from election data? Please describe.
	Response: ➔
C.26 **Accuracy of Diverter (If Applicable)**	If the proposed system uses a mechanism in the ballot box to segregate fully counted ballots from unread or not fully counted (e.g. write-in) ballots, how does the system ensure that ballots are accurately diverted into the correct compartment of the ballot box? What conditions may prohibit the mechanism from operating properly? Does the proposed system have alerts (visual, audible or both) to notify election officials that the mechanism has failed?
	Response: ➔
C.27 **System Accuracy**	Please describe any other procedures to ensure accuracy and integrity of the data on the proposed system and describe how all such provisions are compatible with administrative set-up and operational use.
	Response: ➔

Part D. Implementation, Training, and Support (15 points)

The following questions (D.1-D.28) deal with the implementation of the proposed solution, training of Division staff, and the Bidder's project management plan.

D.1 **Preliminary Project Work Plan**	Provide a **preliminary project work plan** for the overall implementation of the proposed system consistent with the Division's described requirements, the Bidder's proposed system, and a phased implementation schedule. The plan must include at a minimum the following: • Task set (delivery, installation, acceptance testing) • Deliverables • Resource allocation (Bidder, Division, Municipal, other) • Timelines
	Response: ➔
D.2 **Final Project Work Plan**	Confirm that the Bidder will submit to the Division for approval, a **final project work plan** for Phase 1 of the project within one week following execution of the contract.
	Response: ➔

D.3
 	
Project Management
	Describe how the Bidder will plan, organize, control, and lead this project. Include reference to the following:
	• The Project Manager's role within the Bidder's organizational structure
	• Dedication of the Project Manager's time and resources to this project
	• Delivery of written weekly summaries of progress during the phased implementation, including:
	  o An outline of work accomplished during the period
	  o An outline of work to be done during the subsequent period
	  o A list of problems, real or anticipated, to be presented to the Division project director
	  o Notification of any significant deviation from the previously agreed-upon work plan

	Response: ➔