



**REQUEST FOR OFFER**  
**Statewide Voter Registration System (VoteCal)**  
**Independent Verification and Validation Consulting Services**  
**RFO #10-019**  
**ADDENDUM #04**

**February 18, 2011**

*The following changes are hereby made to Secretary of State RFO #10-019. All changes are indicated in **bold** and strikethrough:*

1. RFO Page 1, Second Paragraph:

You are invited to review and respond to this Request for Offer (RFO). To submit an offer for these goods and/or services, you must comply with the instructions contained in this document as well as the requirements stated in the State's Scope of Work (SOW), Attachment A and B. By submitting an offer, your firm agrees to the terms and conditions stated in this RFO and your proposed IT MSA contract.

Read the attached document carefully. The RFO due date is: ~~Tuesday~~ **Wednesday**, February ~~22~~ **23**, 2011 at 4:00 p.m. Responses to this RFO and any required copies must be submitted by mail or hand delivered, clearly labeled to the department contact noted below.

2. RFO Section – General Information, 2. Key Dates, Item 2. (Page 2 of 5):

2. Key Dates

It must be understood that time is always of the essence, both for the RFO submittal and contract completion. Offeror's are advised of the key dates and times shown below and are expected to adhere to them.

Event	Date
1. Release of RFO	02/07/2010
2. RFO Response Submission Due date and time	02/ <del>22</del> <b>23</b> /2011 4:00 p.m.
3. State Review of RFO Submissions (Anticipated date)	03/04/2011

3. ATTACHMENT B: COST WORKSHEET, Column A, Deliverables (SOW Ref Sect. 5.0), Task 3, 3C3, Column G, Frequency\* (Page 1 of 2):

Except as stated herein this Addendum, all other terms and conditions of this RFO shall remain the same.

### ATTACHMENT B - COST WORKSHEET

For each deliverable identified in the following table, identify the cost methodology per deliverable, which must include identifying all individuals, their MSA Classifications and hourly rates (to determine MSA compliance), and the number of hours each individual will require to complete each deliverable. Provide the information in the following format:

A	B	C	D	E	F	G	H
Deliverables <i>(SOW Ref Sect. 5.0)</i>	Staff Name(s)	MSA Classification	Hourly Rate	Estimated Hours	Cost per deliverable <i>(Column D x E=F)</i>	Frequency*	Extended Price <i>(Column F x G=H)</i>
Task 1, 1A						3	
Task 1, 1B						171	
Task 1, 1C						171	
Task 2, 2A						171	
Task 2, 2B						78	
Task 3, 3A						5	
Task 3, 3B						16	
Task 3, 3C							
Task 3, 3C1						4	
Task 3, 3C2						5	
Task 3, 3C3						<del>10</del> 13	
Task 3, 3C4						2	
Task 3, 3D						3	
Task 3, 3E						3	
Task 3, 3F							
Task 3, 3F1						3	

A	B	C	D	E	F	G	H
Deliverables <i>(SOW Ref Sect. 5.1)</i>	Staff Name(s)	MSA Classification	Hourly Rate	Estimated Hours	Cost per deliverable <i>(Column D x E=F)</i>	Frequency	Extended Price <i>(Column F x G=H)</i>
Task 3, 3F2						3	
Task 3, 3F3						3	
Task 3, 3G						3	
Task 3, 3H						6	
Task 3, 3I						2	
Task 3, 3J						5	
Task 3, 3K						1	
Task 3, 3L						20	
Task 3, 3M						6**	

Subtotal	\$ _____
Other Costs, Travel, (if required in SOW) etc.	+ _____
<b>Total Costs</b>	<b>\$ _____</b>

Fiscal Year Cost break down:

2010/11: \_\_\_\_\_ 2011/12: \_\_\_\_\_ 2012/13: \_\_\_\_\_ 2013/14: \_\_\_\_\_

\*The frequency numbers correspond to Section 5.0 of the Statement of Work, please see page 11 of this RFO.

\*\*The number indicated above will be used solely for evaluating the cost as a fair and equitable formula to determine the best value offer and is not binding on the SOS. However, the actual costs per deliverable above shall be binding for the term of the Agreement

*Please Note: Should the SOS amend the awarded agreement from this RFO beyond June 30, 2014 it will be at or below the rates identified above.*