

SOE SOFTWARE

WWW.SOESoftware.COM

SOE SOFTWARE RESPONSE TO

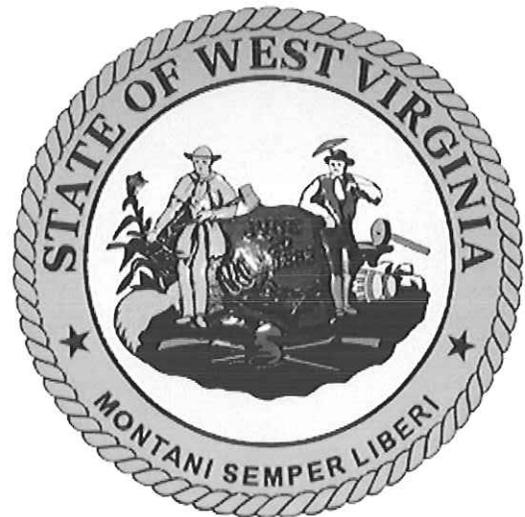
RFQ #SOS201200 CAMPAIGN FINANCE REPORTING SYSTEM

Prepared Exclusively for

The West Virginia Secretary of
State

SEALED BID

BUYER: #44
RFQ. NO.: SOS201200
BID OPENING DATE: 02/09/12

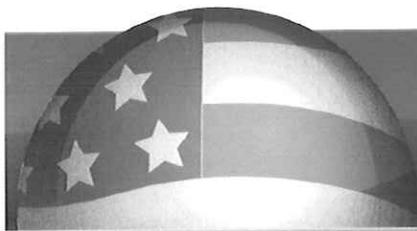


February 7, 2012

RECEIVED

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COMPTROLLER'S DIVISION
STATE OF WV



COST PROPOSAL

ITEM	Description	Quantity	Cost	Extended Cost
Software License	Permission to use the software provided by the vendor with an unlimited number of users	1	\$319,750	\$319,750
Customization	Any necessary modifications to existing programming to ensure application conforms with WV laws and regulations	100 hours	included	-
Implementation	Deploying the application for use in WV	1	\$73,950	\$73,950
Training	Train the Trainer sessions	50 hours	50 Hrs Included Additional Hrs Billed at \$150/Hr	-
Year One Annual Maintenance	Yearly cost to maintain the application	1	\$120,925	\$120,925
Data Conversion	Migrate data from the current WWSOS system to the vendor solution	100 hours	included	-
Systems Modifications	Cost of future modifications not covered in annual maintenance	50 hours	\$175/hr	-
TOTAL (Year One)				\$514,625
Second Year Annual Maintenance	Software Maintenance	1	\$120,925	\$120,925
Third Year Annual Maintenance	Software Maintenance	1	\$120,925	\$120,925
TOTAL BID				\$756,475



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SEALED PRICING PROPOSAL

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February 7, 2012

**SOE SOFTWARE RESPONSE
TO**

**RFQ #SOS201200
CAMPAIGN FINANCE REPORTING SYSTEM**

Prepared Exclusively for

The West Virginia Secretary of State



February 7, 2012



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
 SOS201200

PAGE
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
 FRANK WHITTAKER
 304-558-2316

RFQ COPY

TYPE NAME/ADDRESS HERE

VENDOR

SOE Software
 5426 Bay Center Dr
 Suite 525
 Tampa, FL 33609

SHIP TO

SECRETARY OF STATE
 BUILDING 1, ROOM 157K
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0770 558-6000

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
12/29/2011				

BID OPENING DATE: 02/09/2012 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		920-07		
<p>CAMPAIGN FINANCE REPORTING SYSTEM</p> <p>THE WEST VIRGINIA PURCHASING DIVISION, FOR THE WEST VIRGINIA SECRETARY OF STATE'S OFFICE, IS SOLICITING BIDS FOR A CAMPAIGN FINANCE REPORTING SYSTEM, IMPLEMENTATION, TRAINING, AND MAINTENANCE PER THE ATTACHED SPECIFICATIONS.</p> <p>ALL TECHNICAL QUESTIONS MUST BE SUBMITTED IN WRITING TO FRANK WHITTAKER IN THE WV PURCHASING DIVISION VIA EMAIL AT FRANK.M.WHITTAKER@WV.GOV OR VIA FAX AT 304-558-4115. DEADLINE FOR ALL TECHNICAL QUESTIONS IS 01/17/2012 AT 4:00 PM. ALL TECHNICAL QUESTIONS WILL BE ADDRESSED BY ADDENDUM AFTER THE DEADLINE.</p> <p>EXHIBIT 3</p> <p>LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.</p> <p>UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE *[Signature]* TELEPHONE 813-865-7548 DATE 2/7/12

TITLE CEO FEIN 82-0565032 ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED "VENDOR"

GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
4. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods this Purchase Order/Contract becomes void and of no effect after June 30.
5. Payment may only be made after the delivery and acceptance of goods or services.
6. Interest may be paid for late payment in accordance with the *West Virginia Code*.
7. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
10. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern the purchasing process.
11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
12. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
13. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at www.state.wv.us/admin/purchase/vrc/hipaa.html and is hereby made part of the agreement provided that the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
14. **CONFIDENTIALITY:** The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.
15. **LICENSING:** Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, and the West Virginia Insurance Commission. The vendor must provide all necessary releases to obtain information to enable the director or spending unit to verify that the vendor is licensed and in good standing with the above entities.
16. **ANTITRUST:** In submitting a bid to any agency for the State of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the State of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, or person or entity submitting a bid for the same material, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
2. Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
4. All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130
5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
SOS201200

PAGE
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ADDRESS CORRESPONDENCE TO ATTENTION OF:
FRANK WHITTAKER
304-558-2316

RFQ COPY

TYPE NAME/ADDRESS HERE

VENDOR

SECRETARY OF STATE

SHIP TO

BUILDING 1, ROOM 157K
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0770 558-6000

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
12/29/2011				

BID OPENING DATE: 02/09/2012 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>CONTRACT.</p> <p>RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p> <p>OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)</p> <p>QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY THE STATE SPENDING UNIT. IT IS UNDERSTOOD AND AGREED THAT THE CONTRACT SHALL COVER THE QUANTITIES ACTUALLY ORDERED FOR DELIVERY DURING THE TERM OF THE CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
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 Charleston, WV 25305-0130

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12/29/2011				

BID OPENING DATE: 02/09/2012 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
WITHOUT FURTHER ORDER.						
THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.						
REV. 05/26/2009						
NOTICE						
A SIGNED BID MUST BE SUBMITTED TO:						
DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130						
THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:						
SEALED BID						
BUYER:				44		
RFQ. NO.:				SOS201200		
BID OPENING DATE:				02/09/2012		

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

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State of West Virginia
 Department of Administration
 Purchasing Division
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VENDOR

SECRETARY OF STATE

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12/29/2011				

BID OPENING DATE: 02/09/2012 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				BID OPENING TIME:	1:30 PM	
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:						

CONTACT PERSON (PLEASE PRINT CLEARLY):						

***** THIS IS THE END OF RFQ SOS201200 ***** TOTAL:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
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TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
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WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED "VENDOR"

REQUEST FOR QUOTATION
WEST VIRGINIA SECRETARY OF STATE
CAMPAIGN FINANCE REPORTING SYSTEM

The West Virginia Secretary of State (Secretary) is seeking to license a software solution for the management of campaign finance reporting by candidates, candidates' committees and other political committees. The Secretary is requesting quotations for a solution meeting the requirements outlined below. The quotation should include the cost of the initial software license, customization, implementation, training and yearly maintenance for a contract period of one (1) year, with option for up to two (2) 1 year renewals.

The deadline for implementation and data conversion is March 1, 2013 – the date of the opening of the first campaign finance reporting period in 2013. At that time, the system should be in place and fully operational with all user-acceptance testing having been completed. The system must meet all functional, technical, reporting and other requirements as detailed below. Training must be completed, the system must be live and end users must be able to use the system to begin entering the necessary data to complete their legally-mandated reports. All data from the Secretary's current software solution must be converted successfully to the new solution. An estimate of the amount of data and a data sample have been provided.

Functional Requirements

- Must import candidate and committee information from EMS/SVRS
- Must provide login and password credentials, ability to retrieve username, and retrieve and change password. Prefer username and password generated by user, approved by WVSOS and tagged to candidate or committee.
- If user has multiple open campaign accounts for different election cycles, the user should have only one login to the CFRS to access all campaign accounts (designated by election year) and can select the particular campaign account with which he/she chooses to work.
- Must adhere to West Virginia-specific laws, rules and forms
- Must allow user to enter information outside a reporting period for a particular reporting period that is stored but not submitted.
- Must allow user to submit report only during specific dates required by law, but a final report at any time. Report totals and balances should forward to the next reporting period.
- Must allow users to submit information on loans including the source, any payments toward the balance and a copy of the loan document to be indexed to the account.
- Must allow users to submit a waiver during specified reporting periods.
- Must require specific information about donors based on contribution levels; prompts-users to enter the information and provides warning or error messages.
- Must store contributor and expenditure recipient information to allow reuse of the same individual/company in future reporting – allows users to indicate that this information has been

RFQ No. SOS201200

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

West Virginia Code §5A-3-10a states: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owned is an amount greater than one thousand dollars in the aggregate

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, Limited Liability Company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

EXCEPTION: The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

Under penalty of law for false swearing (West Virginia Code §61-5-3), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

WITNESS THE FOLLOWING SIGNATURE

Vendor's Name: SOE Software

Authorized Signature: [Signature] Date: 2/7/12

State of Florida

County of Hillsborough, to-wit:

Taken, subscribed, and sworn to before me this 7th day of February, 2012.

My Commission expires 6/27, 2013.

AFFIX SEAL HERE

NOTARY PUBLIC [Signature]



INTRODUCTION

SOE Software has put together the following information for the purpose of response to The State of West Virginia's RFQ #2001200. SOE is a leader in election modernization and has built one of the most comprehensive Campaign Finance management solutions being used today at either the state or county level. What you will see from the response below is a solution that provides a simplified, streamlined process for your filers and staff and a dynamic, elegantly designed public portal that will provide complete transparency into the states campaign finance process

For over a decade, the SOE Software Clarity Software Suite - developed specifically for elections – has helped numerous government jurisdictions connect with residents, and voters, and our nationwide community continues to grow. Now serving over 1100 Cities, Counties and States - including 13 statewide applications, SOE Software will build your web campaign finance portal with the future in mind, through experienced and knowledgeable service and support to regular upgrades and enhancements that ensure your campaign finance process is state of the art and provides the functionality and ease of use that will get WV recognition as a leader in election transparency. Here's how:

EXPERIENCE

SOE Software is completely focused on the needs of election offices and how to help them do more with less. Our team of developers uses the latest technologies and software development methodologies to ensure the technology partnership we develop is based on a sound foundation. This project delivery will be produced by a team of the industry's best designers, programmers, content developers and project managers who use those standards to build accessible and interactive solutions.

SERVICE

Our mission is to produce the most usable, useful and effective web based election solutions. From design and development through training and launch, producing West Virginia's Campaign Finance Portal will be a collaborative effort. Our clients are our best references and will attest that our commitment to your success continues long after your product goes live.

COMMITMENT

With the acquisition by SCYTL, SOE is planted squarely in the center of the elections world. Our portfolio of solutions designed specifically for elections and client base of over 1100 jurisdictions makes us the most focused election technology provider in the world. What we will do for West Virginia will benefit our future and existing clients, and what we do with them with benefit West Virginia for many years to come.

SATISFACTION

Based on the requirements presented in this document SOE feels that we can provide the State of West Virginia with a superior campaign finance solution in the time frame you have laid out. SOE's solutions have been vetted in some of the largest government jurisdictions in the nation, through the most rigorous scrutiny, and we are still in business after 14 years. No one else matches our experience and our service to you.

The following response outlines a solution that will greatly facilitate West Virginia's campaign filing process, reduce your staff's workload, provide cutting-edge functionality and, most importantly, provide The State of West Virginia with a sophisticated online resource that promotes open and transparent access to campaign finance information. We are looking forward to working with The State of West Virginia to demonstrate our commitment to your success.

WHO IS SOE SOFTWARE?

SOE Software Corp., a division of SCYTL US, is headquartered in Tampa, FL. SOE was incorporated in 2002 and has provided election specific software solutions to election officials since 1997. Through our experience and superior quality, we have gained the unwavering trust of top election officials nationwide. SOE Software has been selected to provide election modernization solutions in over 1200 jurisdictions across the country.

SOE Software provides Elections Officials and their staff with the tools they need to communicate and provide transparency to their constituents, to ensure efficiency and cost control management and to ensure compliant and well training poll workers. SOE Software's Clarity Election Suite assists officials at all levels, by providing easy to implement election information, web automation tools, and accountability-based online poll worker training.

SOE Software highlights include:

- Election Customers in 27 States
(AL, AR, AZ, CA, CO, CT, DC, FL, GA, IL, IN, KS, KY, MI, MN, MS, NC, NE, NM, NY, OK, SC, TN, TX, UT, VA, WA)
- 13 Statewide Clarity implementations
- The nation's leader in software built for Elections
- Products enhanced through collaboration with election officials



INDUSTRY LEADING EXPERTISE

SOE Software is proud to admit our strongest advocates are our satisfied customers, election leaders across the United States. With customers in over 1100 jurisdictions in 27 states SOE Software is able to leverage "best practices" gained from each implementation to enhance the solutions we deliver to each new customer whether at the city, county or state level. Our extensive roster of customers spans size, demographics, geography and voting equipment type and vendor. While all modules of the Clarity Election suite are agnostic to voting equipment type or vendor, SOE Software currently works with customers who utilize equipment from every major tabulation equipment vendor.

Client References

NORTH CAROLINA	BROWARD COUNTY, FL	SOUTH CAROLINA
<p>Gary Bartlett Elections Executive Director Phone: (919) 733-7173 Email: gary.bartlett@ncmail.net Registered Voters: 6,030,000 SOE Customer Since 2006</p>	<p>Mary Cooney Public Services Director Phone: (954) 712-1960 Email: mary.cooney@browardsoe.org Registered Voters: 1,008,656 SOE Customer Since 2004</p>	<p>Marci Andino State Election Director Phone: (803) 734-9060 Email: marci@elections.sc.gov Registered Voters: 2,580,250 SOE Customer Since 2007</p>

SOLUTION SUMMARY

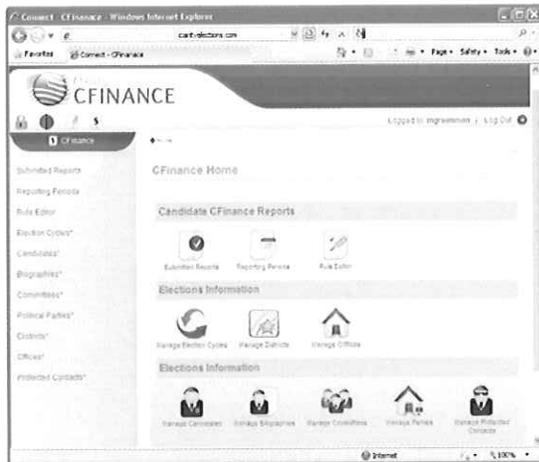
Clarity CFINANCE – CAMPAIGN FINANCE DISCLOSURE

Clarity CFINANCE provides a simple web-based interface for candidates, political parties and committees to enter campaign finance data online and have it automatically populated onto required forms thus reducing submission errors and audit time by staff looking for submission errors.

The Clarity CFINANCE solution gives your office the ability to provide complete public disclosure of campaign finance data with very little administration. This tool was designed to provide campaign finance information to the public (voters, candidates, political parties and media) to reduce time spent by your staff fulfilling public information requests, making copies, and assisting with research of historical finance data.

WEB-BASED DISPLAY OF FINANCIAL DATA

- Web-Based Portal for Candidates, Parties and Committees enhances transparency
- Pre-Formatted Reports to Reduce Errors and Simplify Form Submission
- Warning Flags to Assist With Potential Violations of Campaign Finance Laws
- Robust reporting provides comprehensive clarity on Campaign Contributions



REDUCE STAFF REVIEW TIME

Clarity CFINANCE reduces the time spent reviewing paper reports for simple calculating errors and omissions. This type of data presentation will bring a new level of transparency to the Campaign Finance process that will reflect very well on your office.

CUSTOM REPORTING PERIODS

Clarity CFINANCE empowers elections offices with the ability to define reporting periods specific to each office, committee type and election. Defined periods take the burden of assigning transactions to reporting periods away from filers which reduces errors and ensures accuracy.

Report	Due	Submitted	Accepted	Expended	Monetary Contrib.	In-kind	Documents
2009-Q1	4/30/2009	4/30/2009	\$100.00	\$100.00	\$175.00	\$0.00	
2009-Q2	7/31/2009	7/31/2009	\$0.00	\$0.00	\$0.00	\$0.00	
2009-Q3	10/31/2009	10/31/2009	\$0.00	\$0.00	\$0.00	\$0.00	
2009-Q4	1/31/2010	1/31/2010	\$0.00	\$0.00	\$0.00	\$0.00	
Totals:			\$120.00	\$20.00	\$0.00	\$0.00	

PROJECT APPROACH

The SOE Software Team will conduct this project using its experience in implementations of similar size and scope including our Campaign Finance deployment in the State of North Carolina. Through the use of other SOE Software Clarity Software Suite modules, the SOE Team will simplify and organize this project with maximum insight.

Clarity CONTROL will be used to manage the implementation



Control

SOE Software will provide the State with Live On-Demand visibility into the status of the project via our Online Project Management Tool, Clarity CONTROL. The State of West Virginia will be provided with secure web based access to the tool. Upon authorized access, The State will be able to view task lists, review Gantt charts and monitor customized dashboards that track the progress of the implementation process. The program is pre-loaded with the project plan which is housed on a secure server, for anytime access on any computer with internet connection.



Clarity SUPPORT will be used to communicate and track issues



Support

To document and track any questions or problems in the rollout of the campaign finance application, SOE Software will provide the West Virginia with access to our Online Call Center Support Tool, Clarity SUPPORT. West Virginia project personnel will be able to view call log reports, review customized dashboards that track the progress of the implementation process and common issues. This information can then be used to communicate implementation issues to SOE Software.



Clarity TRAINING will be used to train staff on administration



Training

SOE Software intends to leverage its Online Training Platform, Clarity TRAINING to provide custom developed content, including videos and interactive exercises that will explain the process of using this new application. This training content will be available to both internal and external users and will ensure the successful adoption of the product. **This capability is a key differentiator between the SOE team and any other respondent to this RFP.** The platform has already been used in many states and training content can be added for instant access to uniform training for all users.



1. Project Plan

SOE Software will provide a project plan for implementation and access to Clarity CONTROL, our online Project Implementation Calendar.

2. Design and Planning

The SOE Software team will utilize its experience to begin the project rollout immediately following the execution of the contract. The process begins with a Kick Off conference call where we will better define the key objectives and contacts, as well as priorities and timelines to ensure that we understand what is most important to you and begin our partnership on the right foot.

3. Installation and Configuration of Hardware and Software

The State of West Virginia will benefit from SOE Software's team knowledge of working with SVRS applications and State Election departments across the country. The scope and terrain of this project will not be new to the SOE Software team. Because the software will be hosted by West Virginia, we will need to work together closely to ensure communications are clear and that we all understand the environmental requirements. Software configuration will be managed through SOE Software initially as part of the implementation plan, and then users will be trained on how to make any changes allowed by State administrators.

4. Data Migration

SOE Software will work with the WVSOS office and PCC to develop integration and a secure give and take of information to ensure the solution works as required. The SOE team will work with all parties to collect all existing materials and populate the database prior to delivery.

5. Testing

Prior to full delivery of the platform, The State of West Virginia will be able to test the platform after system training takes place. Through the course of implementation, the SOE Software team will work closely with the State to configure and populate the platform with the initial information.

6. Implementation

Through the experience of multiple statewide implementations of the Clarity Software Suite across the country, SOE Software is prepared to manage the process of meeting the intended goals of the State. With best practices learned in 700 jurisdictions across the country, the Election Night Reporting solution will integrate seamlessly with the State's operations.

7. Documentation

SOE Software's Clarity CFINANCE platform is embedded with help documentation to assist internal and external users with the tool. Additionally, SOE intends to provide our Clarity TRAINING product, with custom developed content geared around the use and administration of the Clarity CFINANCE application.

8. Software Maintenance

SOE Software will provide quarterly software updates and any other software maintenance updates as needed to comply with the Software License Agreement upon agreement with the State.

9. Technical Support

SOE Software will provide Level 1 support to the State through the course of the implementation and afterward. To manage the issues that arise during this process, The SOE Software Team will rely on Support Force, a web-based problem-tracking tool, as the primary means of logging problems when they are discovered either by phone or email. The internal process is to log the problem into Support Force, assign a team member to solve the problem, notify you, the customer, as to the status of the problem and provide an estimated time for resolution.

10. Hosting

The Clarity Suite of Products is hosted by SOE Software in multiple redundant environments within SOE's cloud computing environment. This means there will be no impact to your IT Infrastructure. The State will not have to support or maintain any application software and/or source code. This responsibility lies solely with SOE Software.

Dedicated Team

Dedicated resources will be complemented by a deep team of seasoned technology and government veterans. A dedicated Project Manager (PMP certified) will oversee the implementation of the purchased product. Separate Account Managers will be assigned to manage the implementation of that product. The entire SOE Implementation Team will personally work hand in hand with the State implementation team to ensure that mutually agreed upon project goals and timelines are met.

Project Communication

All communications will be conducted through SOE's dedicated Project Manager and the assigned point of contact. SOE will be preparing and delivering a weekly Executive Summary in addition to weekly conference calls so project participants are aware of the status of the project. Additional items to be discussed will include: next steps of the project, requested materials required to move forward and any foreseeable issues.

PROJECT STAFFING PLAN

The SOE Software Team has a close working relationship and will utilize regularly scheduled meetings and the Clarity CONTROL (web based project management) product to maintain continuity. The team has collaborated before and is continuing to work together on numerous projects nationwide. All team members are based at the Tampa, FL office.

All members of the team will have their own secure web access to the project management tool to maintain resource allocation, task status, and cost containment of the project. The project management resources of SOE Software will be in charge of supervising and managing the comprehensive delivery of the tool.

SOE Team Member	Asset Management Project Role	Hours on Project
Allison McKay	Team Leader	10 hours / week
Wendy Williams	Project Director	15 hours / week
Rocky Shirey	Software Team Lead	20 hours / week
Todd Olsen	Implementation Team Lead	20 hours / week

TEAM RESUMES

ALLISON MCKAY, SOE Software Team Leader

Allison has more than 10 years of experience in the information technology and client services industry. She provides strategic planning, account management and quality assurance to clients and business partners of the company. She is responsible for oversight of client implementations, quality assurance, customer service as well as learning development and product support. She is a graduate of the University of South Florida. In addition to her years at SOE Software, Allison has held positions with Geographic Solutions, Inc. and John Hancock Financial.

Allison's career highlights include:

- Successfully implementing quality processes to support product delivery
- Managing large scale technology implementations for high profile customers

WENDY WILLIAMS, Project Director

With ten years of experience in computer hardware and software programs, Wendy has worked with state, local and federal governments to implement solid business solutions. Heading up an experienced team of account managers, Wendy ensures that every new client implementation is properly staffed and resources are allocated with the appropriate amount of time to effectively manage the work load. Her experience includes assisting medium and large agencies through all phases of implementing a complete asset tracking solution. Wendy was the lead project manager for the State of North Carolina and all 100 counties within giving her vast experience in delivering software solutions across a large spectrum of users.

Wendy's career highlights include:

- Leading project team in statewide system implementation
- Managing support staff levels of multi-county integration systems

ROCKY SHIREY, Software Team Lead

Rocky has been involved in information technology for over 30 years. With a career that started as a programmer and grew through successive positions of leadership, Rocky's background and experience make him well suited to lead a diverse technical team supporting high availability applications. Formal training in the Capability Maturity Model (CMM) and experience leading an organization to CMM Level 3, helped shape the SOE Software development process. Previously, Rocky held positions with Verizon and John Hancock Financial Services.

Rocky's career highlights include:

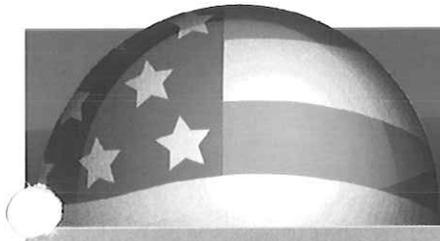
- Leading development of a large scale customer contact system
- Managing support of multiple high-availability financial applications

TODD OLSEN, Implementation Team Lead

Todd started his professional career as a programmer and has grown into a lead role in software implementations for government. Todd's background and experience make him well suited to lead a diverse implementation team supporting clients across 20 States. Todd helped build the SOE Software implementation process by analyzing efficiencies and proposing new ways to deliver solutions on-time and on-budget.

Todd's career highlights include:

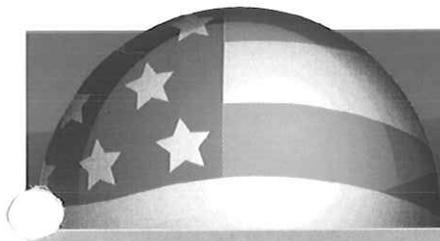
- Leading implementation team in multi-county implementation for 3 States
- Managing resource allocation and project deliverables for over 20 implementations



FUNCTIONAL REQUIREMENTS

FUNCTIONAL REQUIREMENT
Must import candidate and committee information from EMS/SVRS
AGREED
SOE has partnerships in place with all major voting equipment vendors, including ES&S. These partnerships allow for a free flow of information regarding integration and data transfer services with our EMS partners. Additionally, we have experience integrating with over 20 different VRS systems at the State and County level. We feel very confident that as part of West Virginia's initial implementation we would be able to work with West Virginia's SVRS and EMS vendors to seamlessly integrate SOE's Clarity CFINANCE application to provide a unified, enterprise system that will share information as required.

FUNCTIONAL REQUIREMENT
Must Provide login and password credentials, ability to retrieve username, and retrieve and change password. Prefer username and password generated by user, approved by WVSOS and tagged to candidate or committee
AGREED
Clarity CFINANCE is a fully self-administrable platform. Users can either be imported into the system or self-register. Upon registration and approval, a user is sent a temporary password. Once they are in the system they will be prompted to change their password and or user name for security purposes. Under their user profile they are able to self-administer any and all information they have in the system. If upon return, the user forgets their user name or password Clarity CFINANCE allows for the request of log in information in accordance with identity management best practices. This ensures your constituents will feel confident in a secure solution.



FUNCTIONAL REQUIREMENT

If user has multiple open campaign accounts for different election cycles, the user should have only one login to the CFRS to access all campaign accounts (designated by election year) and can select the particular campaign account with which he/she chooses to work

AGREED

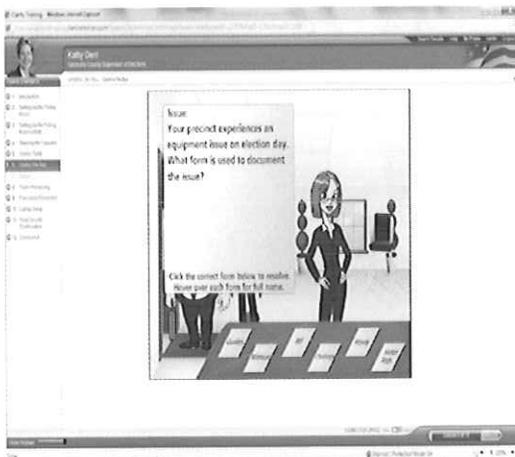
With Clarity CFINANCE your candidates will have the ability to manage all their campaign activities and financial disclosure requirements from one centralized portal. Regardless of the amount of contests that they are choosing to run in, Clarity CFINANCE allows them to manage each separately and centrally at the same time. Upon login, candidates will be able to view all contests that they have chosen to run for and manage each easily by drilling into that particular contest detail. This also gives the candidate the ability to see, from a high level, all the contests they are managing and total contributions at a glance.



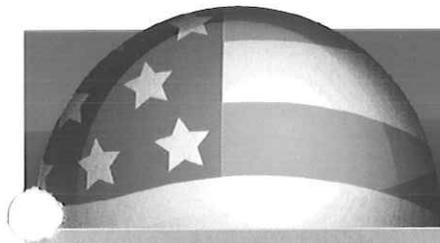
FUNCTIONAL REQUIREMENT

Must adhere to West Virginia specific laws, rules, and forms

AGREED



As part of any SOE implementation, we will work with The West Virginia Secretary of State's office, the Division of Elections, and any other agencies necessary to fully understand all of West Virginia specific requirements, laws, and rules. We will also work with you to identify all forms that need to be automated and the workflow behind each form to better improve the process of your office. In addition, as a value added component to this system, SOE will create a full online training curriculum for both candidates and SOS users to be used as a knowledge base for how Campaign Finance works in West Virginia and how to use the tool to facilitate reporting. This will ensure a shallow learning curve for all users of the Clarity CFINANCE system.



FUNCTIONAL REQUIREMENT

Must allow user to enter information outside a reporting period for a particular reporting period that is stored but not submitted

AGREED

Clarity CFINANCE allows your users to enter contributions quickly, easily and flexibly. If a candidate has information that it plans on reporting at a later date. It can be entered into the system and stored until a time which the candidate is obligated to report on that contribution. SOE will work with the WVSOS office to customize this capability to ensure it is compliant with all State filing laws.

The screenshot displays a web browser window with the URL 'soe-software.com'. The page title is 'Campaign finance reporting for Michael Greenman'. Below the title, there are navigation links: 'Liquid', 'View Reports Summary', 'Enter Contributions', 'Enter Expenses', and 'Enter Fund Transfers'. The main content area shows a 'Reports Summary' table with columns for 'Account', 'Date', 'Submitted', 'Accepted', 'Expnd', 'Primary Contrib', 'In-kind', and 'Disburse'. The table lists various transactions categorized by 'Contributions', 'Expenses', and 'Fund Transfers' for different dates. A 'Total' row at the bottom shows a balance of \$120.00.

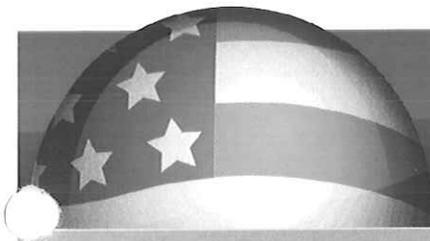
Account	Date	Submitted	Accepted	Expnd	Primary Contrib	In-kind	Disburse
Contributions	4/10/2008	4/10/2008	4/10/2008	0.00	0.00	0.00	0.00
Expenses	4/10/2008	4/10/2008	4/10/2008	0.00	0.00	0.00	0.00
Fund Transfers	4/10/2008	4/10/2008	4/10/2008	0.00	0.00	0.00	0.00
Contributions	4/10/2008	4/10/2008	4/10/2008	0.00	0.00	0.00	0.00
Expenses	4/10/2008	4/10/2008	4/10/2008	0.00	0.00	0.00	0.00
Fund Transfers	4/10/2008	4/10/2008	4/10/2008	0.00	0.00	0.00	0.00
Total:				\$120.00	\$120.00	\$0.00	

FUNCTIONAL REQUIREMENT

Must allow user to submit report only during specific dates required by law, but a final report at any time. Report totals and balances should forward to the next reporting period

AGREED

Through a robust reports management interface, WVSOS will be able to create, edit and delete reporting periods in the Clarity CFINANCE platform along with adding and removing filing entities to reporting schedules. This capability ensures that the assigned users can only add transactions to the correct reporting periods assigned by WVSOS staff according to West Virginia law. If a campaign ends or a committee disbands at any time, a final report can be generated instantly with its own unique reporting period.



FUNCTIONAL REQUIREMENT

Must allow user to submit information on loans including the source, any payments toward the balance and copy of loan document to be indexed to the account

AGREED

Clarity CFINANCE provides the ability to attach loan documents, receipts, and other attachments in word or PDF format to any campaign contribution line item or report. As part of WV's implementation, SOE will configure the tool to provide loaned campaign contributions in the specific manner with which the WV SOS laws require.

FUNCTIONAL REQUIREMENT

Must allow users to submit a waiver during specific reporting periods

AGREED

Clarity CFINANCE has the built-in ability to allow filing entities to submit a waiver if no transactions took place during the specified period.

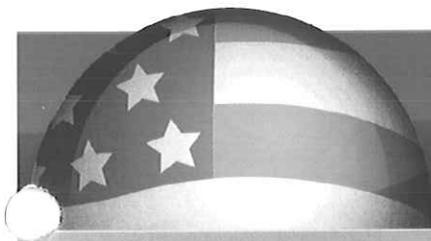
FUNCTIONAL REQUIREMENT

Must Require specific information about donors based on contribution levels: prompts users to enter the information and provides warning or error messages

AGREED

Through use of dynamic entry forms for users, Clarity CFINANCE has the capability to require additional information if certain thresholds are met (such as contribution exceeds \$100, etc.). WVSOS administrators have the capability to create and edit these rules through an administrative interface similar to a Content Management System (CMS).





FUNCTIONAL REQUIREMENT

Must store contributor and expenditure recipient information to allow reuse of the same individual/company in future reporting – allows users to indicate that this information has been used before (EX: John Smith donates \$250 to a campaign on 2/1/12 then donates another \$500 on 3/1/12 – System should allow user to link the two so John Smith comes back with another contribution of \$300, it cannot be accepted because the aggregate is beyond the legal limit)

AGREED

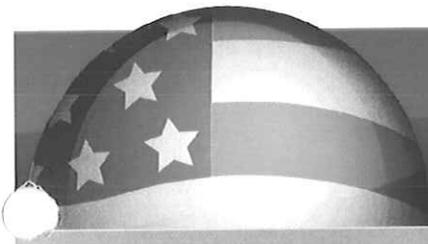
Clarity CFINANCE stores the all contribution, contributor, expenditure, and candidate information in the system for as long as the State is required to keep it. As part of our configuration and implementation of the product, SOE will set up all logic on how that data is used as it relates to WV Campaign Finance Law, and provide whatever reports will be necessary for your candidates and administrative users to quickly and easily administer their required duties.

FUNCTIONAL REQUIREMENT

Must allow scanned documents to be attached / indexed to a particular candidate / committee and viewed on the public interface. Scanned images should be stored in .tiff and presented in .pdf

AGREED

Clarity CFINANCE can require documents attached for specific contributions as required. These documents will be attached and easily indexed via the web portal by candidate or committee. These images can be presented in PDF and stored in TIFF as well as JPG.



FUNCTIONAL REQUIREMENT

Must have the ability to fit the reporting and other parameters of Public Finance law:

- Different reporting periods for exploratory, qualifying and regular campaign periods
- Allow entry of contributors for exploratory and qualifying contributions and requires all information legally necessary
- Allow written receipts to be indexed to the filing

AGREED

Clarity CFINANCE can be configured to manage whatever type reporting periods required by the WVSOS Office. Additionally, SOE can configure the product to have a custom report output that will ensure that the user has the correct reporting period. This will ensure your office has consistently formatted reports from all your filers.

As part of the Exploratory and Qualifying periods of the campaign, SOE will provide an easy to use, candidate web portal where they will be able to set up all their contributors and contributions, including all information required, in the appropriate periods and in conjunction with West Virginia law.

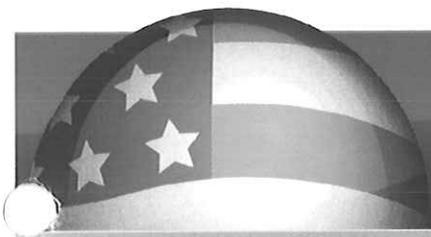
Clarity CFINANCE provides the ability to upload scanned or photo copied written receipts into the system. All receipt are indexed and associated with the contributor and filer and will be presented in the report in the manner in which the WVSOS office has decided all filer will submit such materials.

FUNCTIONAL REQUIREMENT

Must provide functionality for candidates and committees to upload data in bulk in the current WVSOS bulk format (preferable) or in the vendor's standard format. Format should be available to provide to committee treasurers for use in the March 2013 filing period

AGREED

Clarity CFINANCE provides the ability to upload bulk data in formats including XLS, CSV. Custom formats can be added as part of the configuration at no charge. If the WVSOS office has any specific formats that it requires outside XLS and CSV, we would be happy to discuss and include as part of the implementation and configuration.



FUNCTIONAL REQUIREMENT

Submitted reports must be date / time stamped

AGREED

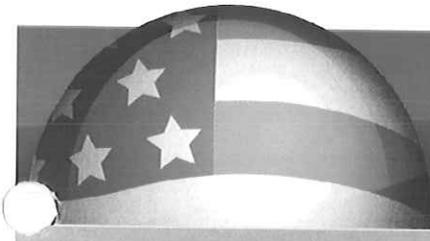
All reports in Clarity CFINANCE are time stamped and dated.

FUNCTIONAL REQUIREMENT

Must provide email reminders to candidates and treasurers of specific events and deadlines

AGREED

Clarity CFINANCE allows users to receive e-mail reminders and alerts of specific events and deadlines. These alerts will reflect all statutory filing deadlines in West Virginia.

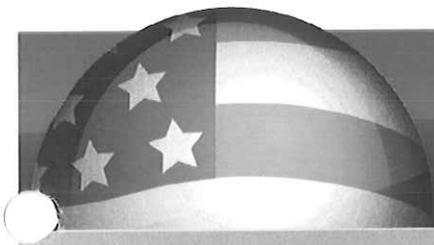


TECHNICAL REQUIREMENTS

TECHNICAL REQUIREMENT
Source Code should be available for internal modification
AGREED
SOE agrees to provide the application source code for the exclusive use of the WVSOS office in accordance with SOE's standard license agreement.

TECHNICAL REQUIREMENT
Application should be web-based (with SSL Certificate) and run on a Windows 2008 R2 server (Vendor should supply hardware requirements)
AGREED
Clarity CFINANCE is a web-based application which will employ the highest available security measures including SSL and TLS (Transport Layer Security). SOE will be happy to provide more in depth server requirements as we are able to discuss architecture in more detail.

TECHNICAL REQUIREMENT
C# .Net, is the preferred programming language and data should be securely written to and from a SQL 2010 database
AGREED
Clarity CFINANCE is written in Java, but the data is written securely to and from a SQL 2010 database.



TECHNICAL REQUIREMENT

Data in new system must be resident with the WVSOS and not hosted

AGREED

SOE agrees that Clarity CFINANCE will reside with the WVSOS office and will be hosted within their datacenter as they see fit. SOE and its partners will provide technical support and account management as is laid out in SOE's standard license agreement.

TECHNICAL REQUIREMENT

Must provide data archive, retrieval, and backup

AGREED

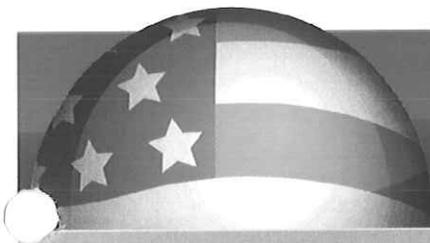
SOE agrees, as part of our annual assurance, to provide data archive, retrieval and backup of Clarity CFINANCE.

TECHNICAL REQUIREMENT

Please describe the procedure for any known scheduled system enhancements and whether these are included in the cost of the software and maintenance or are they extra cost

AGREED

SOE Software, as part of our annual assurance, will provide regularly scheduled system maintenance and enhancements at non-invasive times during WV's 2013 election season and in subsequent years. These maintenance upgrades occur once a year and are free, as long as WV SOS remains current on annual assurance.



TECHNICAL REQUIREMENT

Must provide a public interface that conforms to the standard WVSOS website design (screenshot attached)

AGREED

SOE prides itself on the elegance of our design work and our ability to make your office look like a world class organization. With the work you have already put into the WVSOS website, SOE can absolutely conform to the design elements and brand that you have already established and will work to help provide a level of interactivity and intuitiveness that we have become known for in elections. We feel that with the integration of our training videos and interactive exercises the WVSOS website will take on a more dynamic element.



TECHNICAL REQUIREMENT

System maintenance can be performed off-site

AGREED

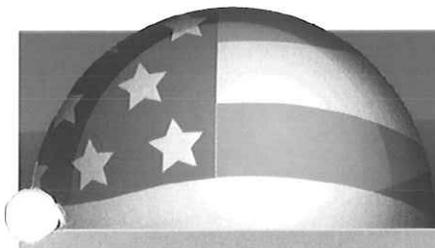
SOE can absolutely perform maintenance off-site, provided the WVSOS office is allowed to provide SOE with the appropriate access into the system.

TECHNICAL REQUIREMENT

Provide a data dictionary in electronic format

AGREED

SOE agrees to provide a data dictionary for Clarity CFINANCE in electronic format.

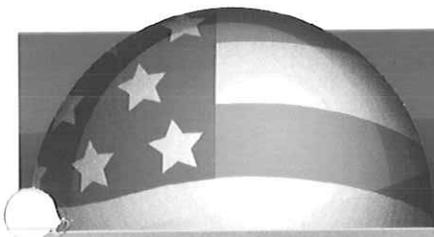


REPORT GENERATING REQUIREMENTS

REPORT GENERATING REQUIREMENT
(The Vendor must provide the ability for the WVSOS system administrator to produce the following:)
Reports of late / non-filers
AGREED
SOE will automate the creation of this report, by election at the time at which it is needed and provide them to the people who need them.

REPORT GENERATING REQUIREMENT
(The Vendor must provide the ability for the WVSOS system administrator to produce the following:)
Labels for mailings based on selection criteria
AGREED
Labels for mailings, based on selection criteria, is a standard report and can be configured on the fly by WVSOS administrators. SOE will create special training content specifically designed to walk people through this process.

REPORT GENERATING REQUIREMENT
(The Vendor must provide the ability for the WVSOS system administrator to produce the following:)
Internal audit of activity in all accounts
AGREED
Clarity CFINANCE is a password protected system, which means that anytime a person logs in to the system and uses it, we have the ability to track what they have done, when it was done, and what was changed. We will maintain internal audit reports for any length of time for all accounts as required by the WVSOS and can create specific audit reports as required as well.



REPORT GENERATING REQUIREMENT

(The Vendor must provide the ability for the WVSOS system administrator to produce the following:)

Data must be available for download in multiple formats: XML, HTML, Excel, Delimited

AGREED

Clarity CFINANCE can provide download material in all of the above formats out of the box.

REPORT GENERATING REQUIREMENT

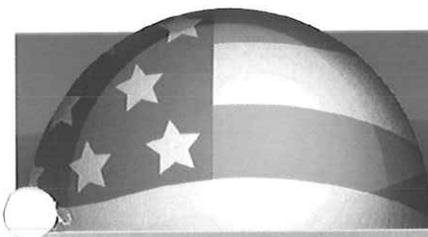
(The Vendor must provide the ability for the WVSOS system administrator to produce the following:)

Public interface provides users a comprehensive search option: Candidate, Committee, Independent Expenditures, Electioneering Communications, Contest (including district), Party, and or by any other Contributor. Results of these searches must be printable in .PDF format and produce downloadable data in XML, HTML, Excel and Delimited data formats

AGREED

Candidate	Office	Reports	Last Filed
John F. E...	State	2	7/6/2008
James C. G...	County Clerk Judge, Dist 2*	4	12/4/2008
Robert B. B...	State Board, Dist 2	4	8/22/2008
Red C...	Central Board of State Control, Dist 3	5	5/19/2008
Richard M. M...	Central Board of State Control, Dist 5	7	10/14/2008
Thomas J. J...	County Commissioner, Dist 4	4	11/24/2008
Scott B. B...	Supervisor of Elections	1	10/1/2008
Carroll C. C...	County Commissioner, Dist 7	4	3/29/2008
...

Clarity CFINANCE's public interface will provide your constituents out of the box, with an easy to use, comprehensive search engine that will allow them to search Candidate, Committee, Independent Expenditures, Electioneering Communications, Contest (including district), Party, and or by any other Contributor. These reports can be printed to PDF and can be downloaded in to, XML, HTML, XLS, and or Delimited data formats as requested.

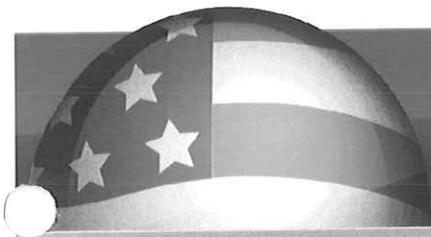


OTHER REQUIRMENTS

OTHER REQUIREMENTS
Provide online Help for both public and internal sites
AGREED
As part of SOE's annual assurance SOE will provide online support to both public and internal users who have issues via e-mail.

OTHER REQUIREMENTS
Project Management Plan must include user acceptance testing timeline, risk management, change management, quality assurance, project control, and acceptance of the solution
AGREED
SOE leverages the Agile development methodology which, while a tremendously more effective approach to developing software, does not always provide firm dates for testing and QA of the entire application as part of the project plan. We feel this development methodology has been one of our competitive differentiators because it allows us to develop functional pieces of code more quickly and to make progress more nimbly than other companies not familiar with the Agile Development methodology. We welcome the opportunity to discuss this development methodology with you to further explain the benefit to you.

OTHER REQUIREMENTS
Provide "Train the Trainer" Sessions for both Elections Staff (10 People), system administrators (2), and technical users (6) totaling 50 hours that can be conducted in person or by electronic means (vendor's response must indicate the method of training)
AGREED
SOE Software has a training center in Tampa, where we can host virtual training sessions online. As part of this proposal we also intend to develop online training content for the WVSOS website that will act as a real time tutorial for filers and for internal users. In addition we have provisioned for 8 hours of face to face training on the system with the WVSOS administrators which will be conducted at the appropriate time in one session. Any future training in person training sessions will be billed for time and expenses at the designated training rate.



OTHER REQUIREMENTS

Training documents and system documents must be available in electronic format

AGREED

SOE will provide training and system documents in electronic format.

TECHNICAL REQUIREMENT

All previously developed documentation pertinent to the use of the system as developed and customized for use in WV must be provided

AGREED

SOE will provide previously developed documentation pertinent to the use of the system as developed and customized for use in WV in electronic format.

TECHNICAL REQUIREMENT

Provide a data dictionary in electronic format

AGREED

SOE will provide a data dictionary in electronic format.



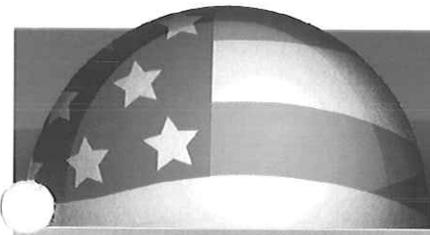
VALUE ADDED SOLUTION

VALUE ADDED SOLUTION

SOE Software is uniquely positioned to provide value added solutions that compliment WV's goals and priorities. As a value add to this RFQ, SOE would like to provide complimentary solutions to help you better meet your enterprise election needs in the state.

As of January 12th, SOE Software is a Division of SCYTL USA. This merger brings unique value to our clients by allowing us to provide a full range of solutions in the ballot delivery and online voting space. As a value added component of this quote, and at no additional cost to the WVSOS, SOE / SCYTL would like to propose providing the most experienced and mature ballot delivery solution on the market today to provide WV with a unified, enterprise, election solution.

In addition, SOE will provide an online training platform to ensure continuous education to both filers and administrative staff on the use and administration of the Clarity C-FINANCE application. We feel that this component will provide the most comprehensive solution and ensure the successful adoption on the new program.



SUMMARY

I hope this response shows you the value SOE Software can provide around West Virginia's campaign finance needs. We are an eGovernment company that specializes in elections technology and transparency and we seek to provide you with a long-term partner that looks ahead to the future of technology so you can focus on the other numerous tasks at hand. Below you will find my contact information if you should want to contact me for any questions.

SOE Software aims to build a long-lasting partnership with the State of West Virginia to provide elections technology to voters, the media and the public. I look forward to earning your business and personally assisting in any way I can to bring solutions that provide the most value to your operation.

Thank you, again, for your time and consideration!

Sincerely,

Bill Murphy
Director of Business Development
SOE Software Corporation
bmurphy@soesoftware.com
(813) 865-7548 (Office)
(813) 503-3668 (Mobile)
www.soesoftware.com



Clarity
SOFTWARE SUITE