The State Bar of California

Board of Trustees Elections

Request for Proposal: Questions & Responses

November 17, 2011

1. **Are samples of previous year's election packages available?**

   Yes, a copy of last year's mailed ballot packet will be provided upon request.

2. **Regarding SB 163, is it expected this legislation will go into effect for the 2012 elections?**

   SB 163 is effective January 1, 2012, and will apply to the elections beginning in 2012.

3. **Based on the estimates provided in Attachment A, can we presume we are being asked to provide pricing based on Appellate districts (Attorney members elected in two districts), as opposed to the current districts (Attorney members elected in 10-15 districts)?**

   Yes, elections will be held in only two of the six new State Bar Districts based on California's six appellate court districts as defined in Government Code section 69100. SB 163 repeals the current 15 system of staggered elections where five of the fifteen governors are elected every year.

4. **Are all active members eligible to vote for each district election or are only those members within a specific district eligible for that district?**

   Only those active members who maintain their principal offices for the practice of law in the district where the election is held will be eligible to vote in that district.

5. **If only those members within specific districts, which districts would be eligible in which years?**

   There is a proposal out for public comment for determining randomly the sequence for holding elections beginning next year. *http://www.calbar.ca.gov/AboutUs/PublicComment/201118.aspx.* *If the board approves the proposal at a special meeting scheduled for December 21, 2012, the sequence will be determined at that time. The composition of the six new districts is as follows:*

   - *District 1 is the counties of Alameda, Contra Costa, Del Norte, Humboldt, Lake, Marin, Mendocino, Napa, San Francisco, San Mateo, Solano and Sonoma.*

   - *District 2 is the counties of Los Angeles, San Luis Obispo, Santa Barbara and Ventura.*

   - *District 3 is the counties of Alpine, Amador, Butte, Calaveras, Colusa, El Dorado, Glenn, Lassen, Modoc, Mono, Nevada, Placer, Plumas, Sacramento, San Joaquin, Shasta, Sierra, Siskiyou, Sutter, Tehama, Trinity, Yolo and Yuba.*

   - *District 4 is the counties of Imperial, Inyo, Orange, Riverside, San Bernardino and San Diego.*

- *District 5 is the counties of Fresno, Kern, Kings, Madera, Mariposa, Merced, Stanislaus, Tulare and Tuolumne.*

- *District 6 is the counties of Monterey, San Benito, Santa Clara and Santa Cruz*

6. **For the printed member name, address, membership number and signature required on the return ballot, what information must be verified by the vendor?**

   The vendor does not need to verify any information on the signature flap, only whether or not the signature flap has been filled out.

7. **Are signature images provided to validate against?**

   Signature images will not be provided for comparison.

8. **Would alternate methods of authenticating member ballots be considered such as coding of ballots? Or would ballot coding be considered as allowable in addition to the signature requirements?**

   Yes. The signature requirement does not serve the same purpose as other methods designed to prevent duplicate ballots being submitted, such as bar codes.

9. **What responsibilities are required of the vendor during canvassing?**

   In accordance with the RFP and the schedule of dates and deadlines (Attachment E), Vendor will tabulate votes for each candidate. Voided and questionable ballots shall be counted separately and provided to the State Bar for review by its canvassing board.

10. **Is the Report of the Vote required to take place in person?**

    Yes. In accordance with the RFP, Vendor will provide results of canvassing and counting of the Board of Trustees election to the Secretary of the State Bar of California (or his designee) no later than 3:00 p.m., on July 10, 2012.

11. **Regarding, as there is no ability to provide pricing for "Initial Setup, Planning, Project Management" in subsequent year, is the expectation that this work will be totaled in a single amount or amortized over other bid costs?**

    The cell provided for year one was intended to isolate all start-up planning/programming costs. If there are any additional costs for the subsequent years that do not fit under one of the other designated categories shown, please enter in the cell(s) labeled Additional Costs not itemized Elsewhere.