

Election Management Information System – Statement of Work

The City of Mississauga (the City) is seeking to acquire a commercial off-the-shelf (COTS) Election Management Information System (EMIS) to increase the efficiencies of the activities conducted for election management and planning.

Scope and Timing: The deployment of the software/system solution for use will start in 2021 for use during the 2022 Election cycle. The vendor will provide professional and support services; and provide a solution to support the deliverables and business requirements summarised below.

Deliverables: The vendor will configure and develop agreed application and system functionality, provide training and user manuals, support mock election activities; participate in the development of the Transition to Operations Plan, provide project management services, technical support, guidance and recommendations on configuration of the deployed application modules. Deliverables may include but are not limited to Test/Training Environment, Production Environment, Module Development, Access to historical data, and Professional Services.

Summary of Requirements (see Appendix 2 for details)

- Candidate Management
- Polling Station Management
- Worker Management
- Device Management
- Voter List Management
- Electronic Voters Book
- Results Management

Summary of Costs: The following outlines the pricing estimate based on the proposal received from DataFix. The DataFix software/system is estimated to be available for a total cost of approximately \$590,000; new development costs for City-specific items for \$250,000 and Professional Services and Support for \$150,000 over the term of the contract. This summary Statement of Work relates to a total estimated capital cost of \$990,000 for the project.

Description	Estimated Cost	Term
Software/System	\$590,000	Contract Term
New Development Costs	\$250,000	Contract Term
Professional and Support Services	\$150,000	Contract Term
TOTAL (Capital)	\$990,000.00	