

# Alaska State Legislature

## Legislative Affairs Agency

### Office of Information Technology



Terry Miller Legislative Office Building, Suite 110, Juneau, AK 99801  
Mailing: State Capitol, Room 3, Juneau, Alaska 99801-2197 Phone: (907) 465-2419  
Information Technology Help Desk: (907) 465-4357 or [IT.HelpDesk@AKLeg.Gov](mailto:IT.HelpDesk@AKLeg.Gov)

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## MEMORANDUM

**TO:** Senator Gary Stevens, Chair  
Legislative Council

**FROM:** Tim Banaszak <sup>Z</sup><sub>LB</sub>  
Information Technology Manager

**DATE:** January 12, 2021

**SUBJECT:** Emergency Remote Voting System

Attached is a proposal for Legislative Council's consideration that will provide capability for members of the Alaska Legislature to vote remotely using the Electronic Voting System if required.

If approved, this project would further expand the existing voting system capability described in Alaska State Legislature Uniform Rule 34 Voting Procedure, (c) Use of the electric [electronic] voting machine, (1) The electric [electronic] voting machine shall be used whenever a roll call vote is required or ordered and (2) The electric [electronic] voting system is under the control of the presiding officer and shall be operated by the chief clerk or [senate] secretary.

Project Cost: \$67,400  
10 % Project Contingency - \$6,740

Project Timeline: 30 days to develop  
Up to one week to deploy

Video Conferencing:  
A video connection between the presiding officer located in the chamber, and the member(s) voting remotely, would be required.

Procurement:  
It is in the best interest of the legislature to contract directly with International Roll-Call (IRC), who provides the software, hardware and operational support of the existing voting system. IRC is the only vendor authorized to support and make modifications to the legislature's current voting system. Additionally, this capability will provide health and safety mitigation during the current COVID-19 pandemic.

### ***Motion:***

***I move that Legislative Council authorize the emergency remote voting project cost of \$67,400 with a 10% contingency of \$6,740.***

**ALASKA SENATE  
AND  
HOUSE OF REPRESENTATIVES**

**Chamber Virtual Voting Console System Proposal**

**December 22, 2020**

**Presented by International Roll-Call® Corporation**

**“Legislative systems and their support are our only business.”**

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## 1 Introduction

Thank you for allowing International Roll-Call® Corporation (IRC) the opportunity to provide the Alaska Senate (Senate) and the Alaska House of Representatives (House) with a Proposal to implement IRC's remote voting solution: The Virtual Voting Console (VVC) System. This proposed solution and associated costs are based on the inquiry from the Alaska Legislative Affairs Agency (LAA) for a remote voting solution that will seamlessly integrate with the existing xmLegislator™ Voting Software in both Chamber voting system environments for the Senate and House.

The Alaska Legislature is a valued client of IRC and, as you know, IRC uses every effort and available resource to provide our clients with the best solution considering the needs and future direction of the Senate and House. IRC strives to offer economical options without jeopardizing the quality and reliability of the proposed IRC solutions. The VVC System is designed to provide a solution with low cost, ease of use for Members and staff, quick implementation, seamless integration with consistent functionalities utilized in the Senate and House's respective xmLegislator™ Voting Software, and the ability for Senate or House Members to vote using the VVC System or from their existing desk voting consoles.

The IRC team is confident that the technology being offered will, without a doubt, provide for the future needs of the Senate and House in times of emergency or crisis, and will prove to be an invaluable asset to the legislative process in facilitating the work of the Members and staff using IRC's products in the Legislative Chambers.

Thank you again for affording IRC the opportunity to propose our Virtual Voting Console System. If you have any questions or concerns about the following Proposal, please do not hesitate to contact me.

Kind Regards,



Tyler Schaeffer, Vice President

International Roll-Call® Corporation

## 2 Proposed Approach

Included within the following subsections is IRC's proposed approach to implement the VVC System in both Chamber voting system environments for the Alaska Senate and the Alaska House of Representatives.

### 2.1 General Product Overview

As previously stated, the Virtual Voting Console (VVC) System is a virtual vote entry interface to the IRC xmLegislator™ Voting Software. The VVC System was uniquely designed with the primary intention to provide Members with remote voting capabilities during times of emergency, disaster, or other special circumstance. The VVC System provides Members, whom have access to the voting system network through their designated device (i.e. laptop, tablet, etc.), the ability to have similar functionality as the Chamber's existing member desk voting switch consoles; to view various legislative data including summary and bill information, vote status, and vote totals; and the ability to cast votes via the VVC user interface screen.

The seamless integration of the VVC System with the xmLegislator™ Voting Software allows for the votes cast by Members using the VVC System to be captured and recorded in real-time as if the Members were seated at their desk on the Chamber floor. Legislative voting on motions and legislation may continue in a normal manner without disruption or alternative processes.

### 2.2 Process for Installation

Based on prior discussions, it is IRC's understanding that the Senate and House intends for the Members to meet through a hybrid scenario with some Members located in their respective Chambers, and the other Members elsewhere in the Capitol or designated legislative offices. Members will utilize the VVC system on their state-issued iPads or other state-issued tablet or personal computer (device). The Senate and House may decide to host session elsewhere or let the Members vote from home. Members who are remote will gain access to the voting network via VPN and will authenticate using their Active Directory accounts.

IRC will remotely deploy and configure IIS (Internet Information Services) on the Senate and House's xmLegislator™ Voting Software application server, apply the VVC licensing, and integrate the VVC System with the xmLegislator™ Voting Software in the Senate and House Chamber voting system environments.

The Members will utilize their state-issued devices which will be configured with access to the respective Senate or House Chamber voting network, and will have the ability to communicate with the xmLegislator™ application server where IRC configured IIS.

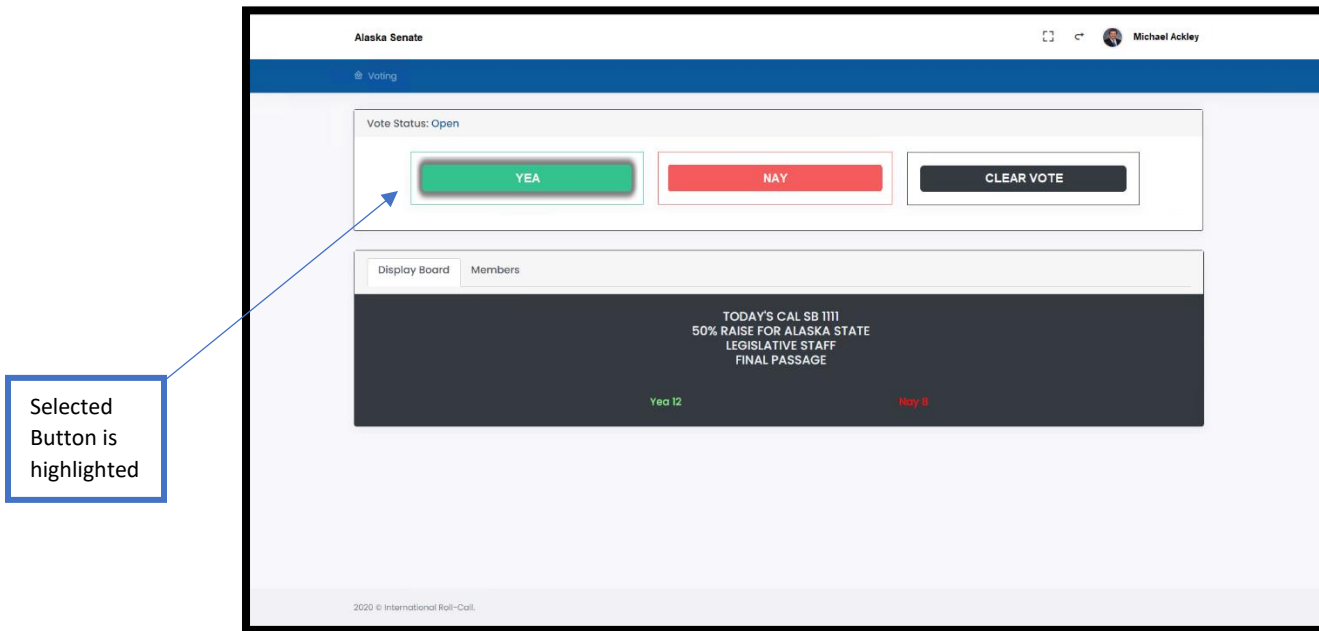
Members will gain access to their respective Chamber's VVC System using their Active Directory account. LAA will provide the Member user accounts. IRC will work with LAA to add the Member usernames and assign each Member to their respective Senate or House account using the Member Link field in the xmLegislator™ Voting Software Security table.

Senate or House Members using their designated VVC System devices will log in to their Chamber's VVC user interface via a web browser link setup by the LAA from a desktop shortcut or browser bookmark. Please note, IRC does not support Internet Explorer; Google Chrome, Safari, or Microsoft Edge browsers are recommended.

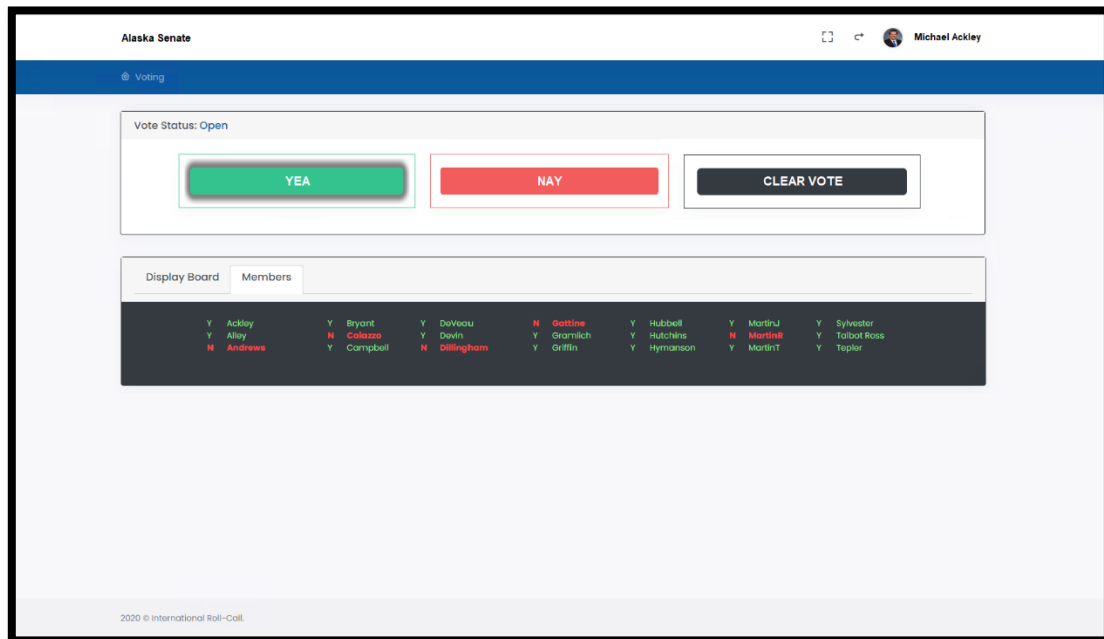
IRC will remotely design and develop the VVC user interface screen which will provide the following information and functionality:

**SENATE VVC User Interface Screen:**

- Vote Status indication - Vote Open or Vote Closed;
- Bill information – The same voting data currently displayed on the Chamber Voting Displays;
- Ability to Vote Yea, Nay, and Clear Vote;
- Vote Totals reflected for the YEAS and NAYS;
- A view of the Member names and Member vote indicators as a separate tab in the Display Board section of the user interface;
- Display the name of the Member logged into the VVC System;
- If a member is logged into the VVC System their desk voting switch console on the Chamber floor can be locked. Members are restricted to logging onto the VVC System one device at a time;
- The ability for Legislative Staff to force log off a Member, disable the VVC System, and lock all Member desk voting consoles if desired; and
- When Members select a button on their VVC System user screen, the selected button will be highlighted (As shown by the "YEA" button in Pic. 1 and 2 provided Photo Sample Views on p. 5).



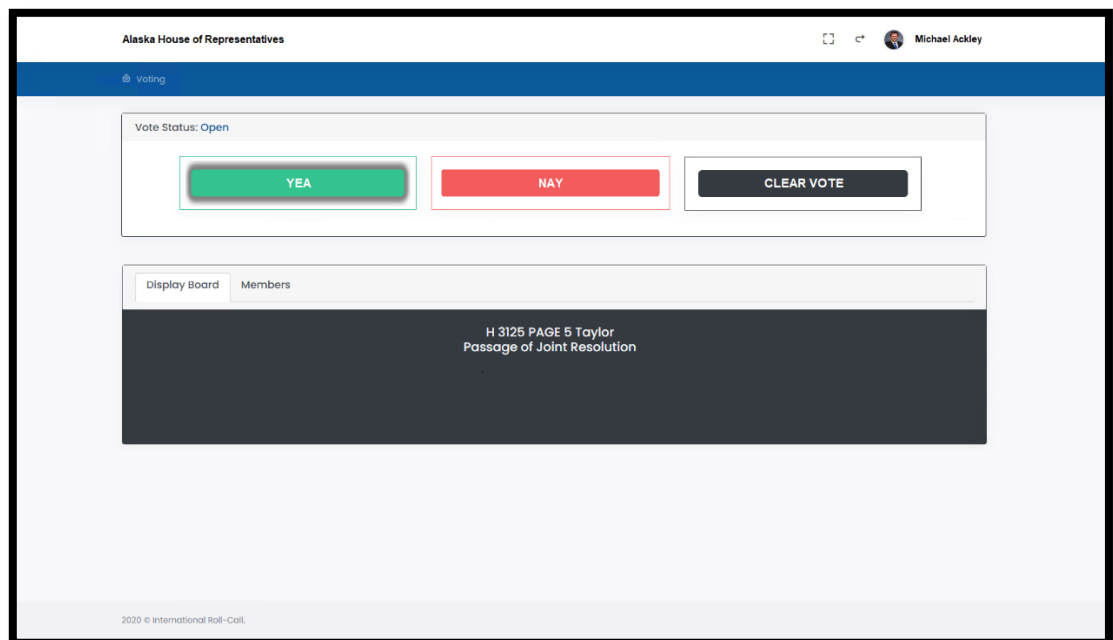
(Pic.1 - Sample view of the Senate Member's VVC System Home Page Screen)



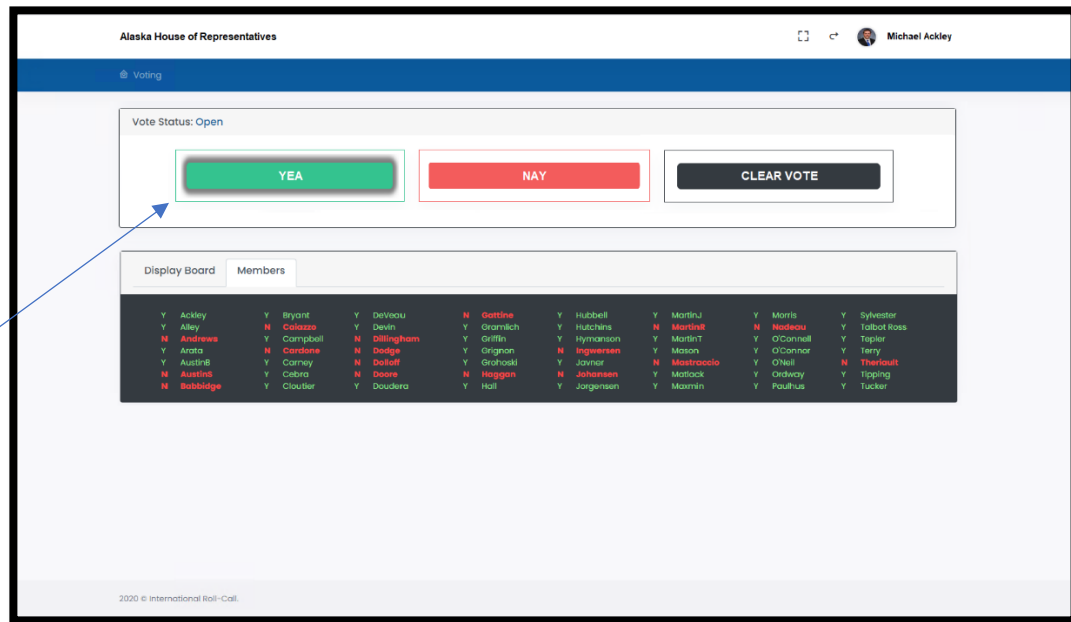
(Pic. 2 - Sample view of the Senate Member's VVC System Voting Screen)

**House VVC User Interface Screen:**

- Vote Status indication - Vote Open or Vote Closed;
- Bill information – The same voting data currently displayed on the Chamber Voting Displays;
- Ability to Vote Yea, Nay, and Clear Vote;
- Vote Totals reflected for Yea, Nay, Excused, and Absent;
- A view of the Member names and Member vote indicators as a separate tab in the Display Board section of the user interface;
- Display the name of the Member logged into the VVC System;
- If a member is logged into the VVC System their desk voting switch console on the Chamber floor can be locked. Members are restricted to logging onto the VVC System one device at a time;
- The ability for Legislative Staff to force log off a Member, disable the VVC System, and lock all Member desk voting consoles if desired; and
- When Members select a button on their VVC System user screen, the selected button will be highlighted (As shown by the “YEA” button in Pic. 1 and 2 provided Photo Sample Views on p. 6 & 7).

**(Pic. 3 – Sample view of the House Member's VVC System Home Page Screen)**





Selected  
Button is  
highlighted

**(Pic. 4 – Sample view of the House Member's VVC System Voting Screen)**

### 2.3 Provisions by IRC

Implementation of the VVC System in the Chamber voting system environments for the Senate and House will be deployed, configured, installed, and tested through remote support. IRC will provide the following:

- Remote Development of the Senate and House Members' VVC user interface which will include the information, data, and functionality as outlined in Section 2.2;
- Any required updates for the Senate and House's xmLegislator™ Voting Software;
- Integration of the VVC System with the Senate and House's xmLegislator™ Voting Software;
- Remote deployment and configuration of IIS on the Senate and House's xmLegislator™ Voting Software application servers;
- An IRC Specialist to assist LAA with adding the 40 House Members' user accounts and the 20 Senate Members' user accounts, provided by LAA, into each respective Chamber's xmLegislator™ Voting Software security table;
- Licensing for the Senate and House VVC System; and

- Remote installation, testing, training, and professional services.

## 2.4 Provisions by the Senate, House of Representatives, and LAA

In order to ensure the success of the implementation of the proposed Senate and House VVC System, IRC requires that the following items be completed:

- Provide the Senate and House Members' user accounts to allow access from each Member's respective state-issued iPad to the voting system network, and the VVC System;
- If the Senate and House choose to not utilize each Member's state-issued iPad, LAA will provide an appropriate alternative device for the Senate and House Members to access their respective Chamber's VVC user interface;
- Provide access to the Senate and House voting system network (including access to communicate with the server where IRC deployed IIS) for the Member iPads designated to access the VVC System;
- Provide the Senate and House connection strings, for LDAP integration into Active Directory;
- Allow remote support access for the IRC Specialist to deploy and test the VVC System on both the Senate and House xmLegislator™ application server(s), xmLegislator™ database server(s), and the xmLegislator™ operator(s) workstations. Although not anticipated, IRC may need access to the Member iPads or alternative device that will utilize the VVC System, if required;
- If required, provide any server, workstation, monitors, network switches, or any other hardware needed for the successful implementation of the VVC Systems;
- Provide any software licensing or other necessary applications not included in Section 2.3 (Provisions by IRC);
- Provide a designated person(s) to assist IRC with the remote implementation, testing and troubleshooting of the respective Senate and House VVC System and xmLegislator™ Voting Software adjustments;
- Provide a designated person(s) for future support and system use training; and
- Coordinate and conduct at least one Senate and House mock session with the IRC Specialist, legislative staff, and LAA staff that will allow for a full system test.

## 2.5 Additional Proposal Understandings

Below is a list of additional implementation Proposal understandings which have been confirmed through discussions with the Senate, House, and LAA:

- Remote access to the Senate and House voting networks will be created and maintained by LAA;
- Senate and House staff will continue to conduct their respective Sessions from the Chamber floor or through remote access to their current xmLegislator™ Voting Software workstation;
- Members will utilize their state-issued devices to access the respective Senate or House Chamber VVC System;
- Network and communication requirements or IRC recommendations have been addressed and implemented; and
- The VVC System User interface will be designed to closely resemble the sample renderings included in Section 2.2. Any further cosmetic adjustments or enhancement to the VVC System User screen may incur additional costs or time delays.

## 2.6 Timeline and High-Level Implementation Plan

Based on IRC's current schedule, IRC anticipates completing the implementation of the VVC System in the Senate and House Chamber voting system environments by January 8, 2020 provided that a PO is released or the Proposal is signed by December 24, 2020, and contingent upon the completion of the necessary Senate, House, and LAA components listed in Section 2.4 (Provisions by the Senate, House, and LAA) and Section 2.5 (Additional Proposal Understandings).

### **High-Level Implementation Plan**

Task	Sub Task	Responsibility	Estimated Completion
Pre Project	Receive PO or Signed Contract	AKS, AKH, LAA & IRC	24-Dec
	Kick off Meeting	LAA & IRC	28-Dec
	Upload a backup of AKHVoting & AKSVoting Databases to the IRC FTP Site	LAA	28-Dec

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<b>Voting System Network</b>	Configure the Senate and House Voting Networks in preparation for the VVC System Implementation	LAA	4-Jan
	Create or Configure user access to the Senate and House Voting Network on the designated VVC devices	LAA	4-Jan
	Domain or Voting Subnet setup for the devices to be used by the Senate and House VVC system; if required	LAA	4-Jan
	Provide the connection string for LDAP integration into Active Directory for the Senate and House. Example: LDAP://DC.domain	LAA	4-Jan
<b>xmLegislator™ Configuration</b>	Update the Senate and House xmLegislator™ Voting Software	IRC	30-Dec
	Apply licensing to activate the Senate and House VVC system	IRC	30-Dec
<b>Virtual Voting Console System Implementation</b>	Define Web Browser and apply any updates required on each VVC System Device	LAA	30-Dec
	Setup and Configure IIS on the Senate and House xmLegislator™ Application Server	LAA & IRC	31-Dec
	Provide and Enter each Member's Active Directory Account Username and Configure Member Link within the respective Chamber's xmLegislator™ Voting Software's Security Table.	LAA	4-Jan
	Development of Senate and House VVC System User Interface	IRC	5-Jan
	Deploy the Senate and House VVC System on the respective Chamber's xmLegislator™ application server	IRC	5-Jan
		LAA	5-Jan

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	Create and Define name of Senate and House VVC System Website Link		
	Setup the Senate and House Member iPads with the website link to access the VVC User Interface via Internet Browser bookmark or desktop shortcut	LAA	5-Jan
<b>Testing and Training</b>	Senate and House xmLegislator™ Testing	AKS, AKH, LAA & IRC	30-Dec to 7-Jan
	Senate and House VVC User Interface Testing	AKS, AKH, LAA & IRC	5-Jan to 7-Jan
	Train IT Staff on VVC System	AKS, AKH, LAA & IRC	5-Jan to 7-Jan
	Schedule and conduct a Senate and House mock session/full system test	AKS, AKH, LAA & IRC	7-Jan to 8-Jan
<b>Project Completion</b>			8-Jan

## 2.7 Important Note

The proposed VVC System does not include costs associated for integration with a video conferencing system or sound/audio system. IRC is not responsible for any compromise to the voting network through outside or internal interference. IRC is unable to provide or guarantee connectivity or the speed at which connectivity is maintained between Members using the VVC System and the xmLegislator™ Voting Software. With variable internet speeds, individual equipment malfunction, and overall internet connection availability, the administration, troubleshooting, and resolution of such factors will fall solely within the purview of the Senate, House and LAA.

If a different method is chosen for remote access to the voting system network by the Members using the VVC System or if, once the proposal is signed, there are any customization changes to either the Senate or House VVC System user interface screens, additional costs may be required and IRC may not be able to guarantee on time project completion as originally agreed.

### 3 Proposed Costs

IRC has outlined below all the proposed costs to complete the implementation of the VVC System in the Alaska Senate and the Alaska House of Representatives' Chamber voting system environments as contained in Section 2.3 (Provisions by IRC). Implementation of the Senate and House VVC Systems will be deployed, configured, installed, and tested through remote support. Labor and Travel related costs for an IRC Specialist working onsite for this project are not included in this proposal and costs below.

#### 3.1 Virtual Voting Console System for the House of Representatives

- VVC System Licensing.
- IRC Software Engineers and Specialists to remotely:
  - Design and Develop the House Member's VVC User Interface,
  - Deploy and configure IIS,
  - Integrate with the House xmLegislator™ Voting Software,
  - Assist LAA with inserting the provided VVC System user accounts into the House's xmLegislator™ Voting Software security table, and
  - Conduct system training, testing, and any required troubleshooting.

**Total Cost to Implement the VVC System in the House ..... \$ 33,700.00**

#### 3.2 Virtual Voting Console System for the Senate

- VVC System Licensing.
- IRC Software Engineers and Specialists to remotely:
  - Design and Develop the Senate Member's VVC User Interface,
  - Deploy and configure IIS,
  - Integrate with the Senate xmLegislator™ Voting Software,
  - Assist LAA with inserting the provided VVC System user accounts into the Senate's xmLegislator™ Voting Software security table, and
  - Conduct system training, testing, and any required troubleshooting.

**Total Cost to Implement the VVC System in the Senate ..... \$ 33,700.00**

**Total Project Cost to Implement the VVC System in the Senate and House ..... \$ 67,400.00**

### 3.3 Additional Customization

If the Senate or House request any additional enhancements or modifications not included in this proposal, IRC will release a separate quote for the submitted requests. IRC's current labor rate is \$220.00 per hour.

**This Proposal is valid for 30 days.**

### 3.4 Payment Schedule

- 40% of the total project cost is due upon receipt of Purchase Order
- 40% of the total project cost is due upon Installation of both the Senate and House VVC System
- 20% of the total project cost is due upon Final Acceptance or first live session use, whichever comes first.

### 3.5 Taxes

State and local taxes are not included in this Proposal. If, at any time after acceptance of this Proposal, IRC learns it will be liable for any local or state tax burden, an addendum shall be issued and the taxes added to the overall cost of the project. If the Alaska Legislature is tax exempt, please provide a certificate of exemption naming International Roll-Call® Corporation.

## 4 Maintenance

IRC will provide support and services for the Virtual Voting Console system, under the existing Senate and House Voting System Support and Maintenance Agreement (Maintenance) which is scheduled to renew on January 1, 2021. Upon final acceptance or first live session use of the VVC System, IRC will release a pro-rated invoice for the VVC System additional annual maintenance cost. This pro-rated invoice's total cost is calculated at a rate of \$350.00 per month starting from final acceptance and until the next Maintenance Agreement renewal date scheduled on January 1, 2022.

Prior to the next Maintenance Agreement renewal date of January 1, 2022, IRC will issue a new contract with the total annual Maintenance Agreement cost incorporating the VVC System adjustment to reflect an additional \$4,200.00 commencing on January 1, 2022.



## 5 Acceptance and Authorization

The undersigned listed below has actual-authority to execute this document, and International Roll-Call® Corporation is relying upon such authority.

The Alaska Legislature hereby agrees to purchase the product and services as defined in this Proposal, and hereby acknowledges and agrees that the terms and conditions contained herein constitute the full and final understanding regarding the sale of the product and/or the provision of services and entirely replace and supersede any previous understanding or agreement between IRC, and the Alaska Legislature. By executing this agreement, the Senate and House acknowledges that it has had opportunity and means to review the Proposal as provided.

Further, it is acknowledged and agreed that the price of the product and/or the provision of services contained within this agreement are expressly conditioned upon the acceptance by the Alaska Legislature of the Proposal without change. Any modification of this Proposal may require a corresponding change in price.

Accordingly, the Senate and House acknowledge and agree to the Proposal as evidenced by its attestation below.

**Alaska Legislature**

Tim Banaszak  
Information Technology Manager  
Information Technology Office  
Legislative Affairs Agency  
Alaska State Legislature  
State Capitol, Room 3  
Juneau, AK 99801

**International Roll-Call® Corporation**

Tyler Schaeffer  
Vice President  
International Roll-Call® Corporation  
8346 Old Richfood Road,  
Mechanicsville, VA 23116

By: \_\_\_\_\_  
Signature  
TIM BANASZAK

Dated:

By: \_\_\_\_\_  
Signature  
TYLER SCHAEFFER

Dated: December 22, 2020



## 6 Additional VVC System Product Information

### **How does the Virtual Console System Benefit the Members?**

Once a Member logs into the VVC system, the logged in Member will see a VVC user interface screen that is designed to provide the same functionality as the Chamber's existing desk voting consoles. Additionally, the VVC system has the ability to show supplemental information that would be useful to the Member that is participating and voting remotely.

### **How does the Virtual Console System Benefit Legislative Staff?**

The seamless integration of the VVC system with the xmLegislator™ Voting software is of direct benefit to legislative chamber staff. The VVC allows for Members' votes to be captured by the voting database in real-time and to be reflected on the Chamber display boards as if the members were seated in the Chamber casting votes via the permanent voting desk consoles. Legislative voting on motions and legislation may continue in a normal manner without disruption or alternative processes.

### **Impact of VVC vs. Third Party Applications**

If third-party applications are used that are not directly connected to the voting software or if voice votes are required, such non-connected voting processes will most likely require Clerk's or Secretary's front desk legislative staff to manually enter the vote results once the data is received from the non-connected application or the manually created vote. Therefore, without the VVC and the robust features of the xmLegislator™ Voting software:

- vote integrity is sacrificed due to the need to reenter vote data; and
- speed and efficiency of the legislative process is sacrificed due to increased staff time required for increased hours of data input of votes and subsequent proofing stages.

### **In Summary**

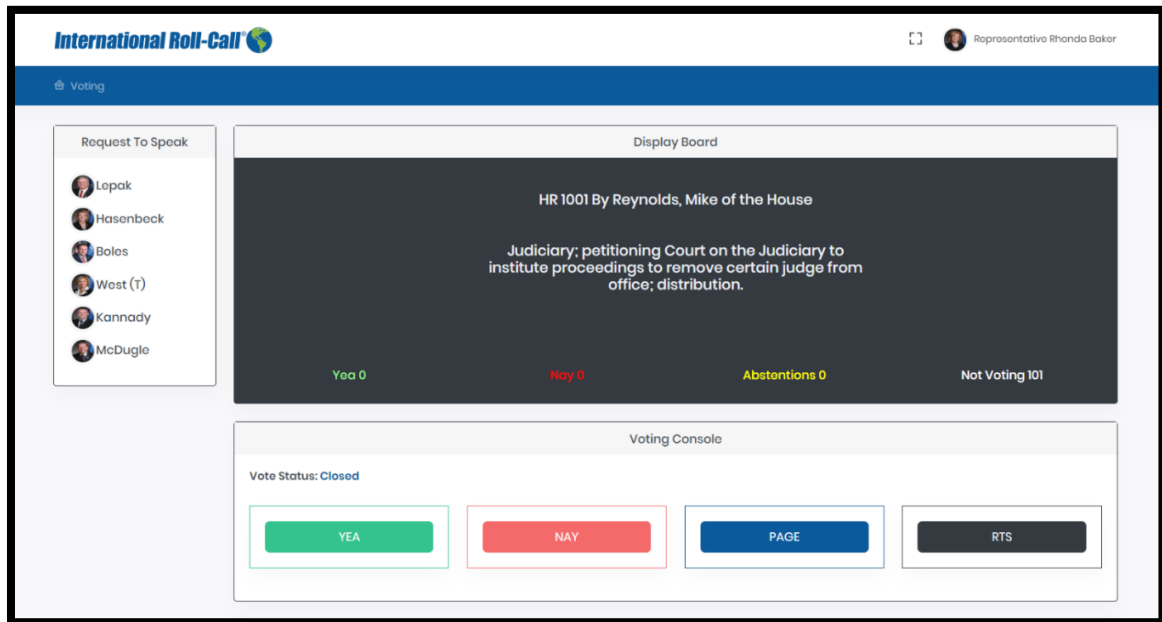
The VVC and the xmLegislator™ Voting software together provides the tools for legislative staff to meet the requirements of a remote voting situation and not have to reinvent the legislative process.

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## 6.1 Additional Sample Screens of the VVC System:



The screenshot shows a web-based voting interface for the Alaska Senate and House of Representatives. The top header includes the "International Roll-Call" logo and a user profile for Representative Rhonda Baker. Below the header is a "Voting" tab. On the left, a "Request To Speak" queue lists several members: Lepak, Hasenbeck, Boles, West (T), Kannady, and McDugle. The main area is divided into two sections. The top section, titled "Display Board", shows the current bill: "HR 1001 By Reynolds, Mike of the House". Below the bill title, the text reads: "Judiciary: petitioning Court on the Judiciary to institute proceedings to remove certain judge from office; distribution." At the bottom of the display board, there are four status indicators: "Yea 0", "Nay 0", "Abstentions 0", and "Not Voting 101". The bottom section, titled "Voting Console", shows the "Vote Status: Closed". Below this status, there are four buttons: "YEA" (green), "NAY" (red), "PAGE" (blue), and "RTS" (dark grey).

(Sample VVC user Interface layout with Request to Speak Queue)



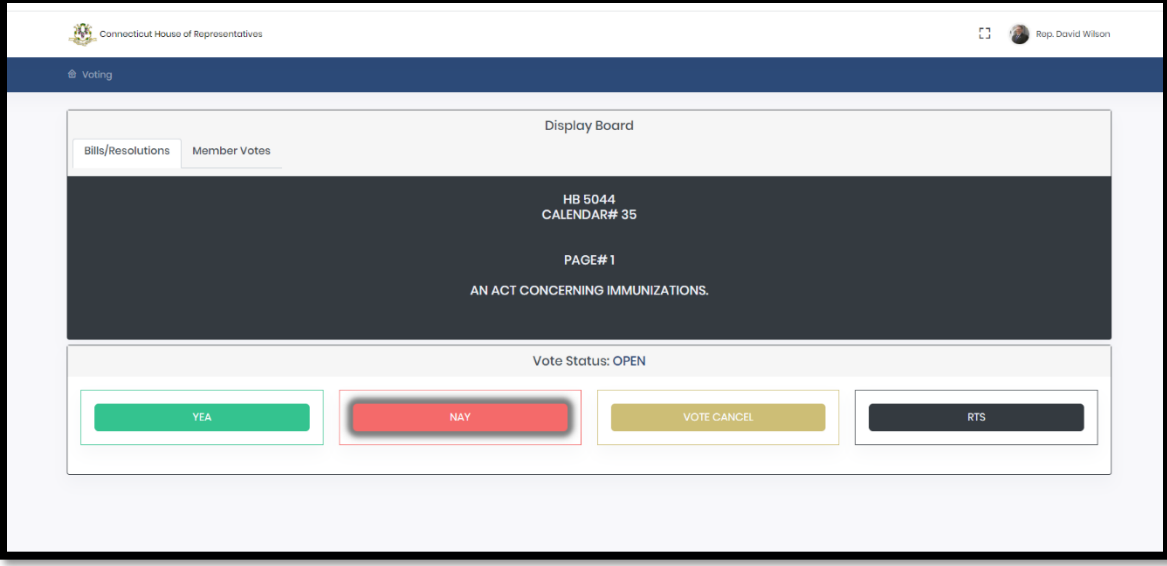
The screenshot shows a web-based voting interface for the Connecticut House of Representatives. The top header includes the Connecticut House of Representatives logo and a user profile for Rep. David Wilson. Below the header is a "Voting" tab. On the left, there are two tabs: "Bills/Resolutions" and "Member Votes". The main area is divided into two sections. The top section, titled "Display Board", shows a list of members' names in a grid format, organized by their voting status: "Yea", "Nay", and "Abstentions". The bottom section, titled "Vote Status: OPEN", shows four buttons: "YEA" (green), "NAY" (red), "VOTE CANCEL" (yellow), and "RTS" (dark grey).

(Connecticut House of Representatives VVC Vote Open Screen)

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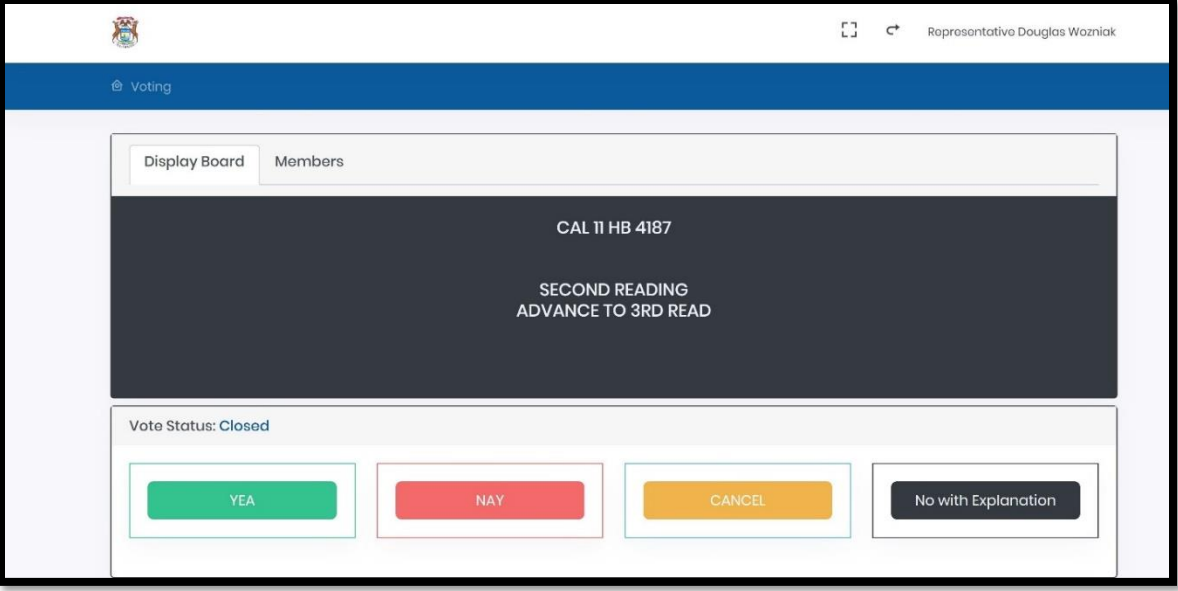
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The screenshot shows the Connecticut House of Representatives VVC interface. At the top, the header includes the state seal and the text "Connecticut House of Representatives". A user profile for "Rep. David Wilson" is visible in the top right. Below the header is a blue bar with a "Voting" icon. The main content area has two tabs: "Bills/Resolutions" (selected) and "Member Votes". The central display board shows "HB 5044", "CALENDAR# 35", "PAGE# 1", and "AN ACT CONCERNING IMMUNIZATIONS.". Below the board, the "Vote Status: OPEN" is indicated. At the bottom, there are four buttons: "YEA" (green), "NAY" (red), "VOTE CANCEL" (yellow), and "RTS" (dark grey).

**(Connecticut House of Representatives VVC Home Screen)**

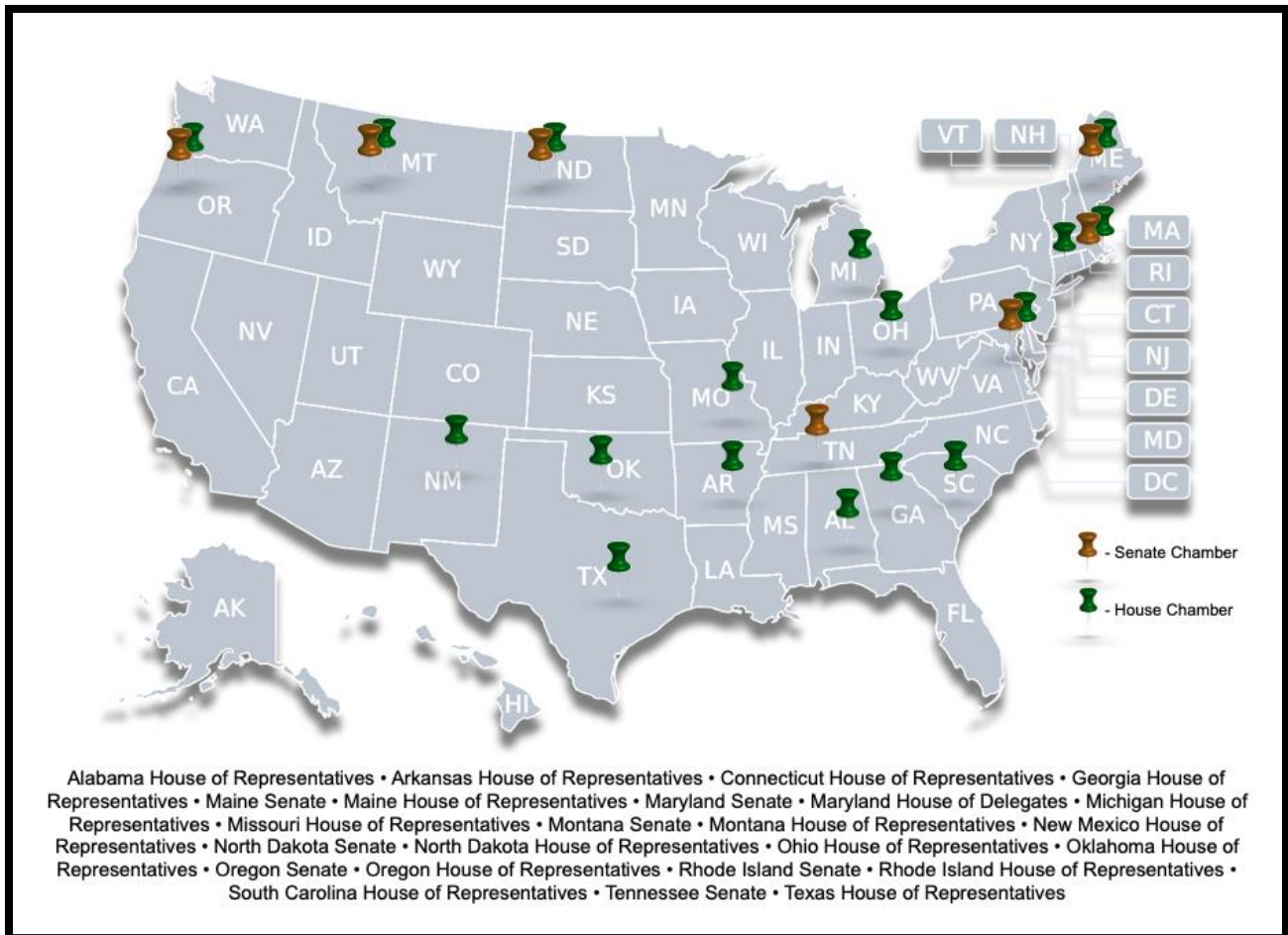


The screenshot shows the Michigan House of Representatives VVC interface. The header includes the state seal and the text "Michigan House of Representatives". A user profile for "Representative Douglas Wozniak" is visible in the top right. Below the header is a blue bar with a "Voting" icon. The main content area has two tabs: "Display Board" (selected) and "Members". The central display board shows "CAL 11 HB 4187", "SECOND READING", and "ADVANCE TO 3RD READ". Below the board, the "Vote Status: Closed" is indicated. At the bottom, there are four buttons: "YEA" (green), "NAY" (red), "CANCEL" (yellow), and "No with Explanation" (dark grey).

**(Michigan House of Representatives VVC User Home Screen)**

## 6.2 Legislative Chambers currently using the VVC System

To date, IRC has successfully implemented the VVC System in twenty-four legislative Chambers. Please see diagram below:



**Written Justification for Sec. 040 (a)(1)**

**House and Senate Chambers Remote Electronic Voting for Disaster Recovery  
and Continuity of Legislative Operations**

Under Sec. 040 of the Legislative Procurement Procedures, I have determined that it is not practicable to purchase the House and Senate chambers remote electronic voting system enhancement using a competitive solicitation method. It is in the best interest of the Agency and Legislative Council to contract directly with International Roll-Call (IRC) who provides 24/7 software, hardware, and operational support for the existing voting system in the House and Senate chambers. IRC is the only vendor authorized to support and make modifications to the legislature's current voting system. Additionally, this capability will help provide health and safety mitigation during the current COVID-19 pandemic.

---

Senator Gary Stevens, Chair  
Alaska Legislative Council  
Procurement Officer