



**STATE OF TENNESSEE
BUREAU OF ETHICS AND CAMPAIGN FINANCE
REGISTRY OF ELECTION FINANCE**

**REQUEST FOR INFORMATION
FOR
EVALUATION OF TNCAMP ONLINE DATABASE AND FILING SYSTEM**

RFI # 2022-111022

RELEASE DATE: November 10, 2022

AMENDMENT DATE: January 4, 2023

1. STATEMENT OF PURPOSE:

The State of Tennessee, Bureau of Ethics and Campaign Finance, Registry of Election Finance issues this Request for Information (“RFI”) for the purpose of seeking potential vendors to provide an evaluation of the Registry’s TNCAMP online database and filing system. We appreciate your input and participation in this process.

2. BACKGROUND:

The Bureau of Ethics and Campaign Finance (“the Bureau”) is composed of two regulatory bodies. One of these, the Registry of Election Finance (“the Registry”) is responsible for collecting campaign financial disclosures, as required by the Campaign Financial Disclosure Act of 1980, Tenn. Code Ann. § 2-10-101 *et seq.*, from candidates for state public office and registered political campaign committees participating in a state election. The TNCAMP database (“the system”) is the database utilized by the Registry to collect these periodic campaign finance disclosure reports. This database is located at <https://apps.tn.gov/tncamp/>.

Once the data is collected, the system also makes this information publicly available to all Tennessee citizens via a public search function. The public search function has numerous functionalities, but, in general, is designed to allow citizens to search for both general and specific information related to all campaign finance disclosures (i.e., contributions, expenditures, etc.) by date, candidate, political campaign committee, reporting period, etc.

The current iteration of this system was created and is maintained by the State’s Strategic Technology Solutions division within the Department of Finance and Administration.

The Registry is aware of numerous complaints regarding this system, both in terms of its functionality and its user friendliness. However, due to the perceived expense, difficulty, and time-intensiveness of any effort to replace the system, the Registry would like to first conduct an evaluation of this system to obtain a more precise understanding of the following:

- 1) whether the criticism of the database voiced to the Registry is well-founded
- 2) whether the system performs better or worse than similar systems used by the federal government or any state or local government
- 3) whether the system could be meaningfully improved, and if so, what improvements could reasonably be made, or should be replaced; and
- 4) an estimate of the commitment involved, both in terms of time and cost, to either upgrade or replace the system.

This evaluation would, ideally, include the following elements:

- 1) an evaluation of the strengths and weaknesses of the database
- 2) a comparison of the system's efficiency and effectiveness when compared to other online campaign finance filing systems, including those systems established by other states, Tennessee local election commissions and the Federal Election Commission ("FEC")
- 3) propose updates, modifications, and/or replacement of the system; and,
- 4) a cost estimate or expected cost analysis, both in terms of time and monetary expense, for any such updates, modifications, or replacement.

The Registry would also welcome proposals for additional metrics and/or analysis related to this system that might be helpful in the development of any further procurement criteria if further procurement efforts are necessary.

The Registry requests that any response submitted include information on the following topics:

- 1) Potential problems or limitations in evaluating, modifying, and/or replacing the system,
- 2) Estimated time frames for completing the evaluation,
- 3) Estimated time frames for modifying and/or replacing the system,
- 4) The vendors interest in responding to a future solicitation issued because of this request for information,
- 5) a cost estimate or expected cost analysis, both in terms of time and monetary expense, for completing the requested evaluation,
- 6) any other important considerations and/or comments that the respondent believes may be helpful to the State.

3. COMMUNICATIONS:

3.1. Please submit your response to this RFI to:
Lauren Topping
Bureau of Ethics and Campaign Finance
404 James Robertson Parkway, Suite 104
Nashville, TN 37219
(615) 253-5370
lauren.topping@tn.gov

3.2. Please feel free to contact the Bureau of Ethics and Campaign Finance with any questions regarding this RFI. The main point of contact will be:

Lauren Topping
Bureau of Ethics and Campaign Finance
404 James Robertson Parkway, Suite 104
Nashville, TN 37219
(615) 253-5370
lauren.topping@tn.gov

- 3.3. Please reference RFI # 2022-111022 with all communications to this RFI.
- 3.4. A Pre-Response Conference may be held, upon request by any potential vendor, as detailed in the RFI § 4, Schedule of Events. Please contact the main point of contact, referenced in RFI § 3.2., to request that a Pre-response Conference be scheduled and/or to RSVP for the Pre-Response Conference. Your response is necessary to ensure that there is adequate space to accommodate overall attendance. The Conference will be held at:

Bureau of Ethics and Campaign Finance
 404 James Robertson Parkway, Suite 104
 Nashville, TN 37219

4. RFI SCHEDULE OF EVENTS:

EVENT		TIME (Central Time Zone)	DATE (all dates are State business days)
1.	RFI Issued		November 10, 2022
2.	Pre-Response Conference (If requested)	11:00 AM	January 10, 2023
3.	RFI Response Deadline		January 31, 2023

5. GENERAL INFORMATION:

- 5.1. Please note that responding to this RFI is not a prerequisite for responding to any future solicitations related to this project and a response to this RFI will not create any contract rights. Responses to this RFI will become property of the State.
- 5.2. The information gathered during this RFI is part of an ongoing procurement. To prevent an unfair advantage among potential respondents, the RFI responses will not be available until after the completion of evaluation of any responses, proposals, or bids resulting from a Request for Qualifications, Request for Proposals, Invitation to Bid or other procurement method. If the state chooses not to go further in the procurement process and responses are never evaluated, the responses to the procurement including the responses to the RFI, will be considered confidential by the State.
- 5.3. The State will not pay for any costs associated with responding to this RFI.

6. INFORMATIONAL FORMS:

The State is requesting the following information from all interested parties. Please fill out the following forms:

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TECHNICAL INFORMATIONAL FORM

1. RESPONDENT LEGAL ENTITY NAME:

2. RESPONDENT CONTACT PERSON:

Name, Title:

Address:

Phone Number:

Email:

3. BRIEF DESCRIPTION OF EXPERIENCE PROVIDING SIMILAR SCOPE OF SERVICES/PRODUCTS

4. FILL IN WITH REQUESTED INFORMATION AS NEEDED

COST INFORMATIONAL FORM

1. Describe what pricing units you typically utilize for similar services or goods (e.g., per hour, each, etc.):

2. Describe the typical price range for similar services or goods

3. FILL IN WITH REQUESTED INFORMATION AS NEEDED

ADDITIONAL CONSIDERATIONS

1. Please provide input on alternative approaches or additional things to consider that might benefit the State: