

Request for Information



State of Alaska
Office of the Governor
Division of Elections

October 19, 2023

VOTING BOOTHS

Introduction:

The Office of the Governor, Office of the Lt. Governor, Division of Elections is seeking information on qualified vendors that can provide folding voting booths that meet the following criteria:

- No less than 72 inches in height once assembled.
- Enclosed on three sides with soft or hard sided material.
- Provided with a curtain extending from the top of the voting booth to within approximately 30 inches off the floor.
- The curtain must conceal the voter while voting.
- Must come with a sturdy transportable case, suitable for rough handling and transport in extreme conditions and cold temperatures.

Background Information:

The division is seeking voting booths that meet the statutorily required specifications. The booths are transported across the State of Alaska, via automobiles, small airplanes, jets, snow machines and four-wheelers. The booth case must be able to withstand movement in and out of the aforementioned vehicles.

Response Information:

Interested vendors must submit a written RFI response to the Procurement Officer below. Responses are limited to (2) 8.5" x 11" letter size pages. Attachments providing pictorial renderings of booths and cases are encouraged. Responses must include the following information:

- The vendor's experience and qualifications
- Staff names and titles
- A thorough and detailed description of what the voting booth would be made of and dimensions.
- The vendor's proposed cost per unit assuming the following numbers of units:
 - 500
 - 1,000
 - 2,500
- The packed dimensions and weight of each voting booth and case

NOTE: This RFI does not extend any rights to prospective firms or obligate the state to contract with any

agency for the required services. If a contract is issued, the state, at its discretion, may issue multiple awards.

Procurement Officer contact information:

Interested parties must submit a written response by October 31, 2023, at 3 p.m. AKST. Responses may be sent by U.S. mail or E-mail to the addresses listed below.

All questions must be directed to the person listed below in writing via email.

Division of Elections

Attention: Janice Neal

Address: P.O. Box 110018, Juneau, AK 99811-0018

Phone: 907-465-1619

Email: Janice.neal@alaska.gov