

**DISABILITY RIGHTS NEBRASKA
REQUEST FOR PROPOSALS
FOR ASSESSMENTS OF VOTING ACCESS**

August 20, 2021

Disability Rights Nebraska, the designated federal protection and advocacy system for Nebraska, is seeking proposals to conduct accessibility assessments of county election commission websites, ballot drop boxes, office locations and DMV office locations. Funding for this proposal is through the U.S. Department of Health and Human Services, Administration on Community Living, Protection and Advocacy for Voting Access program (CFDA 93.618). The total amount of funds available for these activities is approximately \$22,000.00. The project period will be from September 27, 2021 to December 30, 2021. Proposals will be accepted from Nebraska-based non-profit organizations or individual contractors. Proposals may be submitted via US Mail or electronically. Proposals submitted via US Mail must be addressed to the attention of Ms. Judy Sinner, Disability Rights Nebraska, 134 South 13th Street, Suite 600, Lincoln, NE 68508. Proposal may be submitted electronically to Judy@drne.org. Submissions must be received by 5:00 P.M. on September 15, 2021 in order to be considered. Disability Rights Nebraska will review all submitted proposals and provide notification of its decision by September 22, 2021.

I. ASSESSMENT OF ELECTION WEBSITE ACCESSIBILITY:

Disability Rights Nebraska's initial assessment shows that county election commission websites in Nebraska are of wildly varying designs, as these samples show:

Douglas: <https://www.votedouglascounty.com/>

Hall: <https://www.hallcountyne.gov/content.lasso?page=6102>

Scottsbluff: <http://www.scottsbluffcounty.org/election/election.html>

The contractor will assess all (93) county election commission office websites to determine whether they are Section 508 compliant so voters with disabilities seeking to register online, learn about voting deadlines, etc., are able to access the sites <https://www.ada.gov/pcatoolkit/chap5chklist.htm>. After the assessments are completed the contractor will prepare a final report of the assessment findings. We estimate that each survey will require approximately .75 hours to complete for a total of 69.75 hours (\$60.00/hr. x 69.75 hrs = \$4,185.00). We will also allocate 24 hours for completing the analysis and writing the final report of findings (\$60.00/hr. x 24 hrs = \$1,440.00).

II. ASSESSMENT OF BALLOT DROP BOX ACCESSIBILITY:

Following an incident in 2020 where we were informed about a ballot drop box that was placed in a physically inaccessible spot, Disability Rights Nebraska is interested in assessing the accessibility of ballot drop boxes in other counties. The Secretary of State reports that every county has a drop box paid for by state funds, so there are multiple targets to review. The contractor will assess the targeted sites to determine accessibility and prepare a final report of the assessment findings. The scope of the work for this activity will be the same as for the assessment of county election

commission offices in section III below. We anticipate approximately .75 hours will be required to complete each accessibility assessment for a total of 21.0 hours (\$60.00/hr. x 21 hrs = \$1,260.00). We will also allocate 20 hours for completing the analysis and writing the final report of findings (\$60.00/hr. x 20 hrs = \$1,200.00).

III. ASSESSMENT OF COUNTY ELECTION COMMISSION OFFICE ACCESSIBILITY:

Disability Rights Nebraska is interested in assessing the accessibility of County Election offices throughout the State. This could be paired with the drop box survey above to maximize the use of time and minimize expense. The contractor will use the Great Plains ADA Center's ADA checklist for polling place accessibility available at <https://gpadacenter.org/sites/default/files/2020-07/DOJ%20Checklist%20for%20Accessible%20Polling%20Places%20Part%203.pdf>

After the assessment is completed the contractor will prepare a final report of the findings of the accessibility of county election offices. The contractor will conduct assessments of the following county election offices: Douglas, Lancaster, Sarpy, Hall, Buffalo, Dodge, Scottsbluff, Lincoln, Madison, Platte, Adams, Cass, Dawson, Gage, Saunders, Washington, Dakota, Seward, Otoe, Saline, Thurston, Colfax, Johnson, Sheridan and Box Butte.

We estimate that each survey will require approximately .75 hours to complete for a total of 18.75 hours (\$60/hr x 18.75 hrs = \$1,125.00). We will also allocate an additional 32 (\$60/hr x 32 hrs = \$1,920.00) hours for completing the analysis and writing the final report of findings. Travel time to conduct these activities is estimated at 110 hours for a total of \$3,300.00 (\$30/hr x 110). Travel related expenses of mileage, meals and lodging is estimated at \$4,711.40.

IV. ASSESSMENT OF LOCAL DMV OFFICES ACCESSIBILITY:

As Voter ID proposals continue to appear at the legislature year after year, they hinge upon the idea that it is simple for the average Nebraskan to acquire a driver's license or state ID. Legislative testimony over the last decade has outlined the difficulty for many people to acquire such identification, but we have never had a quantifiable survey of the physical barriers. Using the same instrument of accessibility for polling sites, the contractor will assess the physical accessibility of local DMV offices to see whether they are accessible for people with disabilities attempting to acquire photo identification if it's ultimately required to vote. After the assessment is completed, the contractor will prepare a final report of the findings of the physical accessibility of local DMV offices. The scope of the work for this activity includes DMV offices in the same counties identified section III above.

We estimate that each survey will require approximately .75 hours to complete for a total of 22.5 hours (\$60.00/hr. x 22.5 = \$1,350.00). We will also allocate 20 hours for completing the analysis and writing the final report of findings (\$60.00/hr. x 20 hrs = \$1,200.00). We anticipate that these surveys will be conducted at the same time as the surveys of county election office accessibility. As such, travel costs are not included as part of this activity.

V. REQUIREMENTS FOR THE PROPOSAL:

1. Statement of the capacity of the individual or organization to conduct the work, including a brief statement about the experience and qualifications of key staff who will be involved with the project. Please include a description of applicant's proficiency with using Excel software.
2. A detailed workplan setting out specific activities and time-frame in which the work will be conducted.
3. A line-item budget of expenses necessary to conduct the work and a brief justification for each line-item expense.
4. Three letters of reference from organizations or individuals who have worked closely with the applicant in the past.