



State of New Hampshire

DEPARTMENT OF SAFETY
OFFICE OF THE COMMISSIONER
33 HAZEN DR. CONCORD, NH 03305
603/271-2791

JOHN J. BARTHELMES
COMMISSIONER

December 5, 2017

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

Sole Source

Requested Action

Authorize the Department of Safety, Division of Motor Vehicles to amend Item #90, approved by G&C on August 23, 2017, in the amount of \$42,350.00, making this request **sole source**, to pay a one-time fee for an additional on-line service and per transaction fees to the American Association of Motor Vehicle Administrators (AAMVA) (VC# 175767-P001) Arlington, Virginia, for the online Systemic Alien Verification for Entitlements (SAVE) program interface from AAMVA to the Division of Motor Vehicles' VISION system. Effective upon Governor and Council approval through September 30, 2019. Funding source: 100% Agency Income.

Funds are available in the SFY18/19 operating budget and contingent upon availability and continued appropriations in SFY2020 with the authority to adjust encumbrances between fiscal years through the Budget Office, if needed and justified.

02-23-23-233015-23110000 Dept. of Safety – DMV – Driver Licensing
103-502664 Contracts for Operational Services

	<u>SY2018</u>	<u>SFY2019</u>	<u>SFY2020</u>	<u>Total</u>
	\$35,600.00	\$5,400.00	\$1,350.00	\$42,350.00

Explanation

This request is **sole source** as the amount of the increase is greater than 10% of the original requested amount. The SAVE Program ensures that non-citizen and naturalized or derived U.S. citizens who apply for a New Hampshire driver license or non-driver identification card are in the U.S. legally and on an authorized status. This requested action provides the necessary SAVE Program on-line interface from AAMVA to the VISION system recently implemented by the Division of Motor Vehicles, at a one-time fee of \$32,000.00. It also accounts for the \$0.30 fee for each SAVE transaction, estimated to be 12,000 for SFY 2018; 18,000 for SFY2019; and 4,500 for the three-month period in SFY2020.

The Division of Motor Vehicles has approval to pay for other on-line services provided by AAMVA that was approved as item #90 on August 23, 2017. The Division of Motor Vehicles also has a memorandum of agreement in place with SAVE through June 30, 2021 that was approved by the Governor and Executive Council as item #5A on April 20, 2016.

Respectfully submitted,

John J. Barthelmes
Commissioner of Safety



INVOICE

American Association of
Motor Vehicle Administrators

For questions or assistance contact:
Billing
703-908-2865 9am - 5pm Eastern Time, billing@aamva.org

Invoice No: NHVLS-201711
Invoice Date: 11/30/2017
Account-Sub Account: NHMST-NHVLS
PO #:

This statement reflects charges for the period: 11/01/2017 - 11/30/2017

To: New Hampshire Department of Safety
Business Office
33 Hazen Drive
Concord, NH 03305

Please send correspondence directly to:

AAMVA
4401 Wilson Boulevard, Suite 700
Arlington, VA 22203
FEI - 53-0172317

Due in 60 Days from Invoice Date

PRODUCT NAME	UNIT PRICE	QTY	SUBTOTAL
VLS One-Time Implementation Fee	\$32,000.00	1	\$32,000.00
Invoice Total			\$32,000.00
Amount Paid			\$0.00
Invoice Amount			\$32,000.00

Sub-account aging summary

Current	1-30 Days	31-60 Days	61-90 Days	91-120 Days	Over 120 Days	Account Balance
\$32,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,000.00

Mail Payments to:

AAMVA
P.O.Box 222592
Chantilly, VA 20153-2592

FEI - 53-0172317

Please make any address changes below

***** Payment is to be made in US funds and drawn on a US bank. *****

Organization Name New Hampshire Department of Safety			Account - Sub Account NHMST-NHVLS	
Invoice No. NHVLS-201711	Invoice Date 11/30/2017	Account Balance \$32,000.00	Amount Enclosed	Check No.



American Association of
Motor Vehicle Administrators

For questions or assistance contact:
Billing
703-908-2865 9am - 5pm Eastern Time
billing@aamva.org

INVOICE

Invoice No: NHVLS-201711
 Invoice Date: 11/30/2017
 Account-Sub Account: NHMST-NHVLS
 PO #:

This invoice includes charges for the services provided in November 2017

PRODUCT	SERVICE	RATE	UNITS	AMOUNT	TAX	SUBTOTAL
VLS One-Time Implementation Fee						\$32,000.00
	VLS-VLSIMPL (VLS Step 1 Implementation Fee - UNI or Web Service)	\$32,000.00000	1.00	\$32,000.00		\$32,000.00

Invoice Total \$32,000.00
 Amount Paid \$0.00
 Invoice Amount \$32,000.00



American Association of
Motor Vehicle Administrators

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November 21, 2017

Lisa Lienhart
New Hampshire Division of Motor Vehicles
23 Hazen Drive
Concord, NH 03305

Dear Ms. Lienhart

The purpose of this letter is to provide a price quote for the account NHMST for AAMVA's Verification of Lawful (VLS) service. This quote contains the cost of implementation plus the cost per transaction. Actual transaction fees will be dependent upon usage. The contents of this price quote are solely a price estimate. Rates and costs are subject to change upon 30 days written notice from AAMVA.

Service	Cost	Catalog
VLS Step 1 Implementation Fee – UNI or Web Service	\$32,000.00	Page 16
VLS Transaction Fee (\$.30 per transaction)	\$.30/trans.	Page 16

The fees will be billed on a monthly invoice. Every AAMVA invoice has a net term of 60 days from the date on the invoice. If you have any questions, please contact Hal Gollos at your earliest convenience. He can be reached at (703) 908-8286 or via e-mail at hgollos@aamva.org.

Sincerely,

Harold M. Gollos
Director, Contracts Administration



State of New Hampshire

DEPARTMENT OF SAFETY
OFFICE OF THE COMMISSIONER
33 HAZEN DR. CONCORD, NH 03305
603/271-2791

JOHN J. BARTHELMES
COMMISSIONER

RG # 177065

GC # 90
08-23-2017

July 25, 2017

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

Requested Action

1. Pursuant to MOP 1200, Membership, Dues and Licenses and RSA 263:91 Commercial Driver License, authorize the Department of Safety, Division of Motor Vehicles to pay annual membership dues for two years to the American Association of Motor Vehicle Administrators (AAMVA) (VC# 175767-P001) Arlington, Virginia, in an amount not to exceed \$14,000.00. Effective upon Governor and Council approval for the period of October 1, 2017 through September 30, 2019. Funding source: 100% Agency Income.

2. Authorize the Department of Safety, Division of Motor Vehicles, to pay fees for two years to the American Association of Motor Vehicle Administrators (AAMVA) (VC# 175767-P001) Arlington, Virginia, in an amount not to exceed \$296,577.00 for Commercial Driver License Information System (CDLIS) transactions, including Programs & Technology and Network Services, and for National Motor Vehicle Title Information System (NMVTIS) annual service and support. Effective upon Governor and Executive Council approval for the period of October 1, 2017, through September 30, 2019. Funding source: 100% Agency Income (Cost of Collections).

Funds are available in the SFY18/19 operating budget and contingent upon availability and continued appropriations in SFY 2020 with the authority to adjust encumbrances between fiscal years through the Budget Office, if needed and justified.

	<u>SFY2018</u>	<u>SFY2019</u>	<u>SFY2020</u>
02-23-23-233015-31000000 Dept. of Safety – DMV – Admin-DMV 026-500251 Organizational Dues – Membership Dues	\$7,000.00	\$7,000.00	\$0.00
02-23-23-233015-23110000 Dept. of Safety – DMV – Driver Licensing 103-502664 Contracts for Operational Services	\$90,000.00	\$120,000.00	\$30,000.00
02-23-23-233015-23140000 Dept. of Safety – Div. of Motor Vehicles – Certificate of Title 103-502664 Contracts for Op Services	<u>\$24,079.00</u> \$121,079.00	<u>\$26,000.00</u> \$153,000.00	<u>\$6,498.00</u> \$36,498.00
		Total	\$310,577.00

Explanation

AAMVA is the only association in North America dedicated to providing motor vehicle services, support, communication, access to motor vehicle networks and databases, and guidance to motor vehicle agencies and departments for United States and Canadian jurisdictions. Membership in AAMVA allows motor vehicle agencies to network and interact with each other and key personnel regarding pertinent policies, legal issues, and other topics that are critical to decisions pertaining to legislation and other vital issues. For example, one of AAMVA's vice presidents interfaces with all member jurisdictions on a regular basis to ensure that uniformity and consistency are maintained among jurisdictions dealing with motor vehicle issues, which is

beneficial for the implementation of a new project or process, preventing jurisdictions from duplicating efforts, and for providing members with advance notice of the impacts of potential legislation.

AAMVA provides the State of New Hampshire electronic access to several databases including Social Security On-Line Verification (SSOLV), Problem Driver Pointer System (PDPS), National Driver Register (NDR), National Motor Vehicle Title Information System (NMVTIS), and Commercial Driver License Information System (CDLIS), which is part of the Motor Carrier Safety Improvement Act (MCSIA). The NMVTIS database tracks branded vehicles and is designed to protect consumers from fraud and unsafe vehicles in addition to preventing stolen vehicles from being resold. NMVTIS is also a tool that assists states and law enforcement in deterring and preventing title fraud and other crimes. Fees for NMVTIS are based on the number of currently titled motor vehicles in each member state. The CDLIS database checks on commercial drivers' national records in all jurisdictions and is mandated by federal law. These charges are based on the estimated number of annual New Hampshire commercial driver transactions and inquiries of all types to the CDLIS National Database. Fees for the Programs & Technology and Network Services portion are based on an estimated number of annual transactions, maintenance, and Social Security On-Line Verification (SSOLV) inquiries. The CDLIS fees were originally approved as a perpetual agreement by the Governor and Executive Council on February 28, 1990 as item #146.

In the 75-year history of AAMVA, no jurisdiction member has formally dropped its membership. Should that happen, the matter would go before the AAMVA Board of Directors to establish a new policy on how a non-member jurisdiction should be treated with regard to access to association networks and the jurisdictional and federal databases throughout the United States and Canada that the jurisdiction previously had access to through its membership in AAMVA. The AAMVA Board would establish a new pricing policy for non-member access to networks and databases to offset the usage costs which had previously been covered by membership dues. It is possible that access to networks and databases would be withdrawn completely.

Listed below are answers to standard questions required for Governor and Executive Council organization dues and membership approval submissions:

- 1. How long has this organization been in existence and how long has this agency been a member of this organization?*
AAMVA was founded 1933. NH has been a member for many years.
- 2. Is there any other organization which provides the same or similar benefits which your agency belongs to?*
No.
- 3. How many other states belong to this organization and is your agency the sole New Hampshire state agency that is a member?* The 50 US States and DC. The DMV is the only NH State agency belonging to AAMVA.
- 4. How is the dues structure established? (Standard fee for all states, based on population, based on other criteria, etc.)*
Based on population, network and database access.
- 5. What benefit does the state receive from participating in this membership?* AAMVA provides the State of New Hampshire electronic access to several databases including Social Security On-Line Verification (SSOLV), Problem Driver Pointer System (PDPS), National Driver Register, (NDR), National Motor Vehicle Title Information System (NMVTIS) and most important, Commercial Driver License Information System (CDLIS), which is part of the Motor Carrier Safety Improvement Act (MCSIA). The CDLIS database checks on commercial drivers' national records in all jurisdictions. This program is mandated by federal law and maintained through AAMVA. If AAMVA decides to withdraw access to CDLIS to non-members, federal funds to the State of New Hampshire would be at risk.
- 6. Are training or educational/ research materials included in the membership? If so, is the cost included? Explain in detail.* AAMVA allows all member motor vehicle agencies to network and communicate with each other on a variety of topics that are critical to decisions pertaining to legislation and other vital issues.
- 7. Is the membership required to receive any federal grants or required in order to receive or participate in licensing or certification exams? Explain.* Yes. See question 5.
- 8. Is there any travel included with this membership fee? Explain in detail any travel to include the number of employees involved, the number of trips, destination if known and purposes of membership supported trips.* AAMVA provides travel assistance grants for DMV employee(s) to attend the regional and international AAMVA conferences including rooms, meals, air fares as applicable, and registration fees.

9. *Which state agency employees are directly involved with this organization? (Indicate if they are members, voting members, committee members, and/or officers of the organization.* Elizabeth A. Bielecki., Director of Motor Vehicles; William Joseph, Deputy Director of Motor Vehicles; five (5) DMV bureau supervisors.
10. *Explain in detail any negative impact to the State if the Agency did not belong to this organization.* NH would lose federal funding and would not have access to networks and databases required to complete motor vehicle transactions.

Respectfully submitted,


John J. Barthelmes
Commissioner of Safety



safe drivers
safe vehicles
secure identities
saving lives!

July 6, 2017

Arthur Garlow
New Hampshire Department of Safety
33 Hazen Drive
Concord, NH 03305

Dear Mr. Garlow,

The purpose of this letter is to provide an estimate for your AAMVA Dues and Fees for Fiscal Year 2018.

Dues/Fees	2018
Jurisdiction Dues	\$5,581
NRVC/DLCC Dues	\$750
Total	\$6,331

DUES

Dues are calculated using a tiered system based on the latest published number of registered vehicles in each Jurisdiction. Tiers are as follows:

Tier Pricing - AAMVA Annual Dues

<u># of Registered Vehicles</u>	<u>FY2018</u>
Under 1 Million	\$4,464
1.00 - 1.99 Million	\$5,581
2.00 - 2.99 Million	\$12,278
3.00 - 4.99 Million	\$17,858
5.00 - 9.99 Million	\$23,439
10 Million & Over	\$27,903

The Jurisdiction Dues increase 5% each year in FY2019, 2020 & 2021, resulting in a total 15% increase at the end of 3 years. The base year for the computation of the increase will be FY2018 and we are using the FY2018 vehicle registration counts published by the Department of Transportation in January, 2017.

AAMVA is the secretariat for the joint Driver License Compact Commission (DLCC) and the Nonresident Violator's Compact (NRVC) Executive Board. AAMVA collects Dues from the Jurisdictions in order to fund the Secretariat duties. The annual Dues amounts are DLCC= \$600 and NRVC= \$350. If a Member belongs to both Compacts, they incur \$750 in annual Dues.



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June 28, 2017

Arthur Garlow
New Hampshire Department of Safety
33 Hazen Drive
Concord, NH 03305

Dear Mr. Garlow,

The purpose of this letter is to provide a price quote for the subaccount NHDOS for the period of October 1, 2017 through September 30, 2018. The contents of this price quote is solely a price estimate. These estimates are for budgeting purposes only and should not be considered "Actual" costs for the October 1, 2017 through September 30, 2018 period. Rates and costs are subject to change upon 30 days written notice from AAMVA.

Account: NHDOS Price Quote Estimate for 10/01/17 – 09/30/18

Service	Monthly	Annually	Catalog
NMVTIS FY18 State Fees	\$2,006.58	\$24,079	N/A

The total price quote estimate for subaccount NHDOS is **\$24,079** for the period of October 1, 2017 through September 30, 2018. The fees will be billed on a monthly invoice. Every AAMVA invoice has a net term of 60 days from the date on the invoice. If you have any questions, please contact Hal Gollos at your earliest convenience. He can be reached at (703) 908-8286 or via e-mail at hgollos@aamva.org.

Sincerely,

Lynn H. Wasylina
Chief Financial Officer