



Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

State of West Virginia Master Agreement

Order Date: 09-16-2025

CORRECT ORDER NUMBER MUST
APPEAR ON ALL PACKAGES, INVOICES,
AND SHIPPING PAPERS. QUESTIONS
CONCERNING THIS ORDER SHOULD BE
DIRECTED TO THE DEPARTMENT
CONTACT.

Order Number:	CMA 0802 5050 DMV2300000003 5	Procurement Folder:	1141004
Document Name:	WVDMV ACCESS TO CDLIS, PDPS, NMVTIS, ETC.	Reason for Modification:	Change order 4 To renew contract
Document Description:	WVDMV ACCESS TO CDLIS, PDPS, NMVTIS, ETC.		
Procurement Type:	Central Sole Source		
Buyer Name:			
Telephone:			
Email:			
Shipping Method:	Best Way	Effective Start Date:	2023-01-01
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2026-09-30

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: 000000196641 AAMVA 4401 Wilson Blvd Arlington VA 22203-4195 US Vendor Contact Phone: 703-340-7376 Extension: Discount Details: <table><thead><tr><th></th><th>Discount Allowed</th><th>Discount Percentage</th><th>Discount Days</th></tr></thead><tbody><tr><td>#1</td><td>No</td><td>0.0000</td><td>0</td></tr><tr><td>#2</td><td>No</td><td></td><td></td></tr><tr><td>#3</td><td>No</td><td></td><td></td></tr><tr><td>#4</td><td>No</td><td></td><td></td></tr></tbody></table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No			Requestor Name: Arlene G Moore Requestor Phone: (304) 926-0718 Requestor Email: arlene.g.moore@wv.gov 2026 FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	No																				
#3	No																				
#4	No																				

INVOICE TO	SHIP TO
MANAGER ACCOUNTS PAYABLE DIVISION OF MOTOR VEHICLES 5707 MACCORKLE AVE. S.E., SUITE 200 CHARLESTON WV 25304 US	304-926-3960 DIVISION OF MOTOR VEHICLES RECEIVING AND PROCESSING 5707 MACCORKLE AVENUE, S.E. SUITE 200 CHARLESTON WV 25317 US

CR 9-24-25

Purchasing Division's File Copy

Total Order Amount:

Open End

PURCHASING DIVISION AUTHORIZATION

DATE:

ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM

DATE:

ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION

DATE:

ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order 4

Change Order No 4 is issued to renew the original contract according to all terms, conditions, and specifications contained in the original contract and all authorized change orders, except that the contract pricing is increased as defined in the attached documentation.

Effective date of renewal 10/1/25-9/30/26

Renewals remaining: 0

Original Contract Total: \$316,625.17
Change Order 4 Increase (\$166,988.52)

New Contract Total: \$483,613.69

No other changes.

All provisions of the original contract and subsequent change orders not modified herein shall remain in full force and effect.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	81111820			EA	0.027500
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: CDLIS Fees**Extended Description:**

CDLIS Fees

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	81111820			MO	2229.957500
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: AAMVA Program Service Fees**Extended Description:**

AAMVA Program Service Fees

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
3	81111820			MO	963.442500
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: AAMVA Technology Fee**Extended Description:**

AAMVA Technology Fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
4	81111820			EA	0.050000
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: SSN Verification**Extended Description:**

SSN Verification

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
5	81111820			MO	40.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: AAMVA Net Service Fee

Extended Description:
AAMVA Net Service Fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
6	81111820			MO	1034.540000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: UNI Windows Maintenance Fee

Extended Description:
UNI Windows Maintenance Fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
7	81111820			MO	1293.180000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: UNI Mainframe Maintenance Fee

Extended Description:
UNI Mainframe Maintenance Fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
8	81111820			MO	2440.830000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: NMVTIS FY23 State Fees

Extended Description:
NMVTIS FY23 State Fees

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
9	81111820			EA	0.027500
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: CDLIS Fees FY24

Extended Description:
CDLIS Fees

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
10	81111820			MO	2210.913000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: AAMVA Program Service Fees FY24

Extended Description:
AAMVA Program Service Fees

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
11	81111820			MO	955.215000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: AAMVA Technology Fee FY24

Extended Description:
AAMVA Technology Fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
12	81111820			EA	0.050000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: SSN Verification FY24

Extended Description:
SSN Verification

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
13	81111820			MO	40.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: AAMVA Net Service Fee FY24

Extended Description:
AAMVA Net Service Fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
14	81111820			MO	1206.240000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: UNI Windows Maintenance Fee FY24

Extended Description:
UNI Windows Maintenance Fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
15	81111820			MO	1724.240000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: UNI Mainframe Maintenance Fee FY24

Extended Description:
UNI Mainframe Maintenance Fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
16	81111820			MO	4364.750000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: NMVTIS FY24 State Fees

Extended Description:
NMVTIS FY23 State Fees

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
17	81111820			EA	0.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: CDLIS Fees FY25 - Discontinued

Extended Description:
CDLIS Fees

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
18	81111820			MO	2193.870000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: AAMVA Program Service Fees FY25

Extended Description:
AAMVA Program Service Fees

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
19	81111820			MO	947.850000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: AAMVA Technology Fee FY25

Extended Description:
AAMVA Technology Fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
20	81111820			EA	0.050000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: SSN Verification FY25

Extended Description:
SSN Verification

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
21	81111820			MO	40.000000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: AAMVA Net Service Fee FY25

Extended Description:
AAMVA Net Service Fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
22	81111820			MO	1397.390000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: UNI Windows Maintenance Fee FY25

Extended Description:
UNI Windows Maintenance Fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
23	81111820			MO	2155.330000
	Service From	Service To	Service Contract Amount		
			0.00		

Commodity Line Description: UNI Mainframe Maintenance Fee FY25

Extended Description:
UNI Mainframe Maintenance Fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
24	81111820			MO	3148.170000
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: NMVTIS FY25 State Fees

Extended Description:
NMVTIS FY23 State Fees

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
25	81111820			MO	2160.240000
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: AAMVA Program Service Fees FY26

Extended Description:
AAMVA Program Service Fees

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
27	81111820			MO	933.320000
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: AAMVA Technology Fee FY26

Extended Description:
AAMVA Technology Fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
28	81111820			EA	0.050000
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: SSN Verification FY26

Extended Description:
SSN Verification

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
29	81111820			MO	40.000000
Service From		Service To		Service Contract Amount	
				0.00	

Commodity Line Description: AAMVA Net Service Fee FY26

Extended Description:
AAMVA Net Service Fee

Liné	Commodity Code	Manufacturer	Model No	Unit	Unit Price
30	81111820			MO	1379.390000
	Service From	Service To	Service Contract Amount		
			0.00		

Commodity Line Description: UNI Windows Maintenance Fee FY26

Extended Description:
UNI Windows Maintenance Fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
31	81111820			MO	3095.010000
	Service From	Service To		Service Contract Amount	
				0.00	

Commodity Line Description: UNI Mainframe Maintenance Fee FY26

Extended Description:
UNI Mainframe Maintenance Fee

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
32	81111820			MO	6307.750000
	Service From	Service To	Service Contract Amount		
			0.00		

Commodity Line Description: NMVTIS FY26 State Fees

Extended Description:
NMVTIS FY26 State Fees



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION
Division of Motor Vehicles

5707 MacCorkle Avenue, Southeast
Post Office Box 17300
Charleston, West Virginia 25317-0010 • (304) 558-3900
TDD: (800) 742-6991 • (800) 642-9066

Everett J. Frazier
Commissioner
Division of Motor Vehicles

Stephen T. Rumbaugh, P.E.
Secretary of Transportation
Commissioner of Highways

August 25, 2025

AAMVA
4401 Wilson Blvd.
Arlington, VA 22203-4195

RE: CMA DMV2300000003— WVDMV Access to CDLIS, PDPS, NMVTIS, ETC.

The West Virginia Division of Motor Vehicles is requesting to renew our current contract under the same terms and conditions as stated in the original contract and agrees to the pricing increase. The renewal effective dates are October 1, 2025 through September 30, 2026. If you agree to this renewal, please sign below and return to me.

You can return the signed document to me at Georgina.davis@wv.gov. Please let me know if you have any questions.

Thank You.

Georgie Davis

We agree to renew the contract for the period stated above under the same terms and conditions as in the original purchase order and any change orders thereto.

AAMVA

Wesley Day Wesley Day
Name/Signature

Director, Contracts Administration
Title

September 9, 2025
Date

WV Division of Motor Vehicles

ET Frazier
Name/Signature

Commissioner
Title

9/15/25
Date



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Motor Vehicle Administrators

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TO: Chief Administrators and Heads of State Agencies using AAMVA UNI Mainframe service

FROM: Ian Grossman, President & CEO

DATE: September 13, 2024

RE: **UNI Mainframe Rate Increase - effective October 1, 2025 (FY2026)**

This is a one-year advance notice of an increase in the fee for using AAMVA's Unified Network Interface (UNI) Mainframe/Legacy service, effective October 1, 2025 (FY2026). UNI is an AAMVA service that handles message exchanges between two or more AAMVANet sites. AAMVA member agencies and jurisdictions pay for its use in the form of a license charge calculated to recover the cost of maintaining the service.

AAMVA regularly assesses our IT services for member value and reliability. As previously shared, following advances in technology and alternative network connections, AAMVA will sunset UNI Legacy in January 2025 and UNI Windows in July 2026.

For those jurisdictions wishing to migrate to new technologies, AAMVA has new interfaces to its IT systems that will allow jurisdictions to connect directly without the need of the UNI software. These new interfaces will provide jurisdictions the opportunity to select the best technical option that meets their needs.

For those remaining on the UNI legacy service, fees will continue to be set to recover the costs of operation.

This fee change will take effect October 1, 2025 (FY2026):

Item Description as listed in <u>AAMVA Products Rate Schedule</u>	Revised Fee Month Effective 10/1/24	Fee Month Effective 10/1/25
UNI Mainframe Maintenance (Legacy) MVA-UNIMNT	\$2,155.30	\$3,095.01
UNI Mainframe Maintenance (Legacy) – additional License MVA-UNIMNT2	\$717.90	\$1,030.90

This fee increase may impact contracts and purchase orders you have in place with AAMVA or others. We are informing you a year in advance to be sure you have time to account for the change while planning for budgeting, contract renewals, or other related activities that enable your UNI use.

Thank you for your use of AAMVA IT and network services. If you have any questions or concerns, please do not hesitate to contact me at igrossman@aamva.org or 703-439-7365.

cc: AAMVA Board of Directors

IG/sfb



Attachment 2

MEMO

NMVTIS State User Fees FY2026
September 27, 2024
Page 4 of 4

TO: Chief Motor Vehicle Administrators

FROM: Ian Grossman, President & CEO

DATE: July 22, 2024

RE: National Motor Vehicle Title Information System (NMVTIS) – Proxy for allocating NMVTIS State User Fees

At their June 2024 meeting, the AAMVA Board of Directors approved a change in the proxy used to establish the six-tier structure and allocation of NMVTIS State User Fees. To more accurately and equitably allocate NMVTIS State User Fees to reflect a state's participation in NMVTIS, the Board approved using title pointer records in NMVTIS as the proxy instead of the current proxy of the Federal Highway Administration (FHWA) vehicle registration population.

This change follows the recent update to the NMVTIS funding model for NMVTIS which was implemented with the FY2024 NMVTIS State User Fees. As a reminder, that model, which requires state fees to cover NMVTIS Operations & Maintenance (O&M) expenses, allocates state fees based on a tiered structure using vehicle registration population figures published by FHWA.

Below is a table with updated tiers using the proxy ("current title pointer") count as of May 31, 2024 which will be used to allocate the FY2026 fees.

	Number of Jurisdictions	Number of Pointers Per Jurisdiction	% Pointers per Jurisdiction ¹
1	20	Under 6.7 Million	10%
2	13	6.70 - 13.39 Million	19%
3	9	13.40 - 20.09 Million	21%
4	6	20.10 - 33.49 Million	24%
5	2	33.5 - 66.99 Million	15%
6	1	67 Million & Over	10%

The new proxy will be applicable to FY2026 NMVTIS State User Fees, with notification of fees sent to jurisdictions by September 30, 2024 (one-year advance notice). While all member agencies will see an adjustment to their fees based on this improved approach, most variances are expected to be non-material in nature (i.e. less than a 20% increase or decrease). Jurisdictions anticipated to see a significant adjustment to their fees will soon receive additional information from the NMVTIS team.

Should you have any questions on this change please contact Philip Quinlan, AAMVA VP for Business Solutions, pquinlan@aamva.org.

IMG/sfb



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September 9, 2025

Steve Monroe
West Virginia Division of Motor Vehicles
1317 Hansford Street
Charleston, WV 25301

Dear Mr. Monroe,

The purpose of this letter is to provide a revised price quote for the Master Account WVMST for the period of October 1, 2025, through September 30, 2026. The contents of this revised price quote is solely a price estimate. These estimates are for budgeting purposes only and should not be considered "Actual" costs for the period. Rates and costs are subject to change upon 30 days' written notice from AAMVA.

Account: WVMST-WVDOT Price Quote Estimate for 10/01/25- 09/30/26			
Service	Monthly	Extended	Catalog
SDWAN Network Service Fee	\$3,284.23	\$39,410.76	n/a
SDWAN Network Service Fee Credit	(\$3,284.23)	(\$39,410.76)	n/a
AAMVA Program Services Fee	\$2,160.24	\$25,922.87	*
AAMVA Technology Fee	\$933.32	\$11,199.85	*
SSN Verification Fee (\$.05 per transaction)	\$2,900.00	\$34,800.00	*
Service Fee	\$40.00	\$480.00	*
UNI Windows Maintenance Fee	\$1,379.39	\$16,552.68	*
UNI Mainframe Maintenance Fee	\$3,095.01	\$37,140.12	*
Total WVDOT:		\$126,095.52	

Account: WVMST-WVNV1 Price Quote Estimate for 10/01/25 - 09/30/26			
Service	Monthly	Extended	Catalog
NMVTIS FY26 State Fees	\$6,307.75	\$75,693.00	*
Total WVNV1:		\$75,693.00	
Total for Master Account WVMST		\$201,788.52	
* FY26 Catalog will be available 10/01/2025			

The total price quote estimate for Master Account WVMST is **\$201,788.52** for the period. 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 me at your earliest convenience. I can be reached at (703) 908-2941 or via e-mail at wday@aamva.org.

Sincerely,

Wesley Day

Wesley Day
Director, Contracts Administration



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TO: Chief Motor Vehicle Administrators

FROM: Ian Grossman, President & CEO

DATE: September 27, 2024

RE: Notification of FY2026 NMVTIS State User Fees

In support of state budget planning cycles and in accordance with federal regulations governing the National Motor Vehicle Title Information System (NMVTIS), I am sending this memo to notify you twelve months in advance of FY2026 NMVTIS State User Fees which will apply October 1, 2025 through September 30, 2026 (see Table 1 and Attachment 1).

Total FY2026 NMVTIS State User Fees have been set at \$9,886,610, the same level as FY2024 and FY2025 fees, based on the key tenets as approved by the AAMVA Board of Directors and the Department of Justice (DOJ):

- State User Fees cover all NMVTIS operations and maintenance (O&M) expenses (FY2026 O&M is estimated at \$10,863,183; a forecasted surplus in NMVTIS Program Reserve Funds is being used to keep FY2026 State User Fees flat at the FY2025 amount).
- The State User Fee allocation is based on the new proxy of state pointer record count as of May 31, 2024 (see Attachment 2 for further details).
- State User Fees are allocated using a progressive six tier structure (see Table 1).
- States approved by DOJ as in compliance with NMVTIS will receive a 50% credit of the revenue collected for each consumer access transaction where data is returned for a VIN pointing to that state as the current state of title.

If you have any questions or concerns, please feel free to contact me or Philip Quinlan at pquinlan@aamva.org. Thank you for participating in this important program.

IG/sfb

Table 1

FY2026 Tiers with Pointers and Effective Rates				
Tier	Number of Jurisdictions	Number of Pointers Per Jurisdiction	% Pointers per Jurisdiction	Effective Rate per Pointers
1	20	Under 6.7 Million	10%	\$ 0.0160
2	13	6.70 - 13.39 Million	19%	\$ 0.0154
3	9	13.40 - 20.09 Million	21%	\$ 0.0149
4	6	20.10 - 33.49 Million	24%	\$ 0.0143
5	2	33.5 - 66.99 Million	15%	\$ 0.0137
6	1	67 Million & Over	10%	\$ 0.0131

Attachment 1

NMVTIS State User Fees				\$	9,886,610	\$ 9,886,610
FY2026 Tiers with Pointers and Effective Rates				FY2026		FY2026
Tier	Jurisdiction	Pointer Record Count as of May 31, 2024	% Distribution of Total	FY2026 Effective Rate per Pointer	Fee by State	Fee by State
Tier 1	District of Columbia	827,214	0.12%	\$ 0.0160	\$ 13,267	\$ 19,989
	Vermont	839,192	0.12%	\$ 0.0160	\$ 13,458	\$ 18,971
	Alaska	1,359,466	0.20%	\$ 0.0160	\$ 21,804	\$ 14,888
	Rhode Island	1,414,408	0.21%	\$ 0.0160	\$ 22,685	\$ 15,704
	Delaware	1,440,799	0.21%	\$ 0.0160	\$ 23,108	\$ 16,385
	Wyoming	1,503,206	0.22%	\$ 0.0160	\$ 24,109	\$ 16,939
	North Dakota	1,702,972	0.25%	\$ 0.0160	\$ 27,313	\$ 17,258
	Maine	2,549,617	0.38%	\$ 0.0160	\$ 40,892	\$ 44,368
	South Dakota	2,626,163	0.39%	\$ 0.0160	\$ 42,120	\$ 33,328
	Montana	3,047,757	0.45%	\$ 0.0160	\$ 48,882	\$ 48,882
	Hawaii*	3,256,821	0.48%	\$ 0.0160	\$ 52,235	\$ 48,882
	New Hampshire	3,256,821	0.48%	\$ 0.0160	\$ 52,235	\$ 48,882
	Idaho	4,543,111	0.67%	\$ 0.0160	\$ 72,865	\$ 88,890
	West Virginia	4,719,415	0.70%	\$ 0.0160	\$ 75,693	\$ 87,778
	Mississippi	5,310,711	0.78%	\$ 0.0160	\$ 85,176	\$ 95,462
	New Mexico	5,369,860	0.79%	\$ 0.0160	\$ 86,125	\$ 64,275
	Nevada	5,828,760	0.86%	\$ 0.0160	\$ 93,485	\$ 108,531
	Utah	5,889,857	0.87%	\$ 0.0160	\$ 94,465	\$ 104,179
Tier 2	Kansas	5,928,931	0.87%	\$ 0.0160	\$ 95,091	\$ 91,338
	Nebraska	6,114,528	0.90%	\$ 0.0160	\$ 98,068	\$ 69,669
	Arkansas	7,154,905	1.06%	\$ 0.0154	\$ 110,514	\$ 100,674
	Iowa	7,863,070	1.16%	\$ 0.0154	\$ 121,453	\$ 115,538
	Oregon	8,118,738	1.20%	\$ 0.0154	\$ 125,402	\$ 138,228
	Connecticut	8,167,051	1.20%	\$ 0.0154	\$ 126,148	\$ 115,506
	Oklahoma	8,523,029	1.26%	\$ 0.0154	\$ 131,646	\$ 168,548
	Louisiana	9,468,999	1.40%	\$ 0.0154	\$ 146,258	\$ 176,729
	Minnesota	9,988,939	1.47%	\$ 0.0154	\$ 154,289	\$ 176,081
	Kentucky	10,118,065	1.49%	\$ 0.0154	\$ 156,283	\$ 158,721
	Colorado	11,338,573	1.67%	\$ 0.0154	\$ 175,135	\$ 152,789
	South Carolina	11,876,796	1.75%	\$ 0.0154	\$ 183,449	\$ 183,846
	Wisconsin	11,980,597	1.77%	\$ 0.0154	\$ 185,052	\$ 184,992
	Massachusetts	12,254,026	1.81%	\$ 0.0154	\$ 189,275	\$ 202,541
Tier 3	New Jersey	13,212,031	1.95%	\$ 0.0154	\$ 204,073	\$ 249,742
	Missouri	13,638,436	2.01%	\$ 0.0149	\$ 202,577	\$ 197,792
	Washington	14,645,220	2.16%	\$ 0.0149	\$ 217,531	\$ 287,338
	Maryland	14,748,269	2.18%	\$ 0.0149	\$ 219,062	\$ 309,704
	Alabama	14,791,086	2.18%	\$ 0.0149	\$ 219,698	\$ 104,646
	Indiana	15,979,405	2.36%	\$ 0.0149	\$ 237,348	\$ 285,141
	Michigan	16,548,307	2.44%	\$ 0.0149	\$ 245,799	\$ 264,139
	Tennessee	16,564,316	2.44%	\$ 0.0149	\$ 246,036	\$ 229,266
	Arizona	17,733,729	2.62%	\$ 0.0149	\$ 263,406	\$ 281,297
	Virginia	18,581,690	2.74%	\$ 0.0149	\$ 276,001	\$ 292,117
Tier 4	Georgia	24,423,651	3.60%	\$ 0.0143	\$ 348,301	\$ 332,406
	North Carolina	25,140,814	3.71%	\$ 0.0143	\$ 358,529	\$ 368,881
	Illinois	26,826,162	3.96%	\$ 0.0143	\$ 382,563	\$ 398,356
	Pennsylvania	28,007,606	4.13%	\$ 0.0143	\$ 399,411	\$ 370,860
	Ohio	30,364,067	4.48%	\$ 0.0143	\$ 433,016	\$ 387,105
	New York	29,865,525	4.40%	\$ 0.0143	\$ 425,907	\$ 296,431
Tier 5	Florida	46,718,242	6.89%	\$ 0.0137	\$ 638,556	\$ 712,015
Tier 6	Texas	58,365,485	8.61%	\$ 0.0137	\$ 797,754	\$ 704,659
Tier 6	California	67,534,700	9.96%	\$ 0.0131	\$ 883,062	\$ 1,235,125
	TOTAL	678,071,078	100%		\$ 9,886,610	\$ 9,886,610

* Used New Hampshire Pointer Record count as proxy



STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
OFFICE OF TECHNOLOGY
State Capitol
Charleston, West Virginia 25305

Eric L. Householder
Cabinet Secretary

Heather D. Abbott
Chief Information Officer

TO: Gabby Selbe, Division Manager II
WV Dept of Transportation, Division of Motor Vehicles

FROM: Heather D. Abbott, Chief Information Officer
Office of Technology *Heather D. Abbott*

SUBJECT: INFORMATION TECHNOLOGY PROCUREMENT
WVOT Number 2026-0166

DATE: September 23, 2025

West Virginia Code §5A-6-4(a) permits the Chief Information Officer to review and approve technology purchases for suitability to ensure such purchases comport with the State of West Virginia's overall strategic information technology goals.

West Virginia Code §5A-6-4c requires the Chief Information Officer to review and approve "technology projects."

West Virginia Code §5A-6-5 requires that "any state spending unit that pursues an information technology purchase that does not meet the definition of a 'technology project' and that is required to submit a request for proposal to the State Purchasing Division prior to purchasing goods or services shall obtain the approval of the Chief Information Officer, in writing, of any proposed purchase of goods or services related to its information technology and telecommunication systems.

A review has been conducted of your request for Change Order CMA DMV23*003 - WVDMMV Access to CDLIS, PDPS, NMVTIS. etc, the Office of Technology has determined:

X Your request is approved.

That your request is not subject to the review and approval provisions contained in Chapter 5A, Article 6 of the Code, therefore, it does not need approval by the Office of Technology.

This memorandum constitutes this office's official review and a copy should be attached to your purchase order and any other correspondence related to this request.

If you have questions, or need additional information, please contact Consulting Services at Consulting.Services@wv.gov.

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West Virginia Secretary of State — Online Data Services

Business and Licensing

Online Data Services Help

Business Organization Detail

NOTICE: The West Virginia Secretary of State's Office makes every reasonable effort to ensure the accuracy of information. However, we make no representation or warranty as to the correctness or completeness of the information. If information is missing from this page, it is not in the The West Virginia Secretary of State's database.

AMERICAN ASSOCIATION OF MOTOR VEHICLE ADMINISTRATORS, THE

Organization Information								
Org Type	Effective Date	Established Date	Filing Date	Charter	Class	Sec Type	Termination Date	Termination Reason
C Corporation	6/9/2004		6/9/2004	Foreign	Non-Profit			

Organization Information				
Business Purpose	9231 - Public Administration - Administration of Human Resource Programs - Administration of Human Resource Programs (educational, public health, HR, Veteran's Affairs)		Capital Stock	
Charter County			Control Number	67222
Charter State	DC		Excess Acres	
At Will Term			Member Managed	
At Will Term Years			Par Value	
Authorized Shares			Young Entrepreneur	Not Specified

Addresses

Type	Address
Local Office Address	209 WEST WASHINGTON STREET CHARLESTON, WV, 25302
Mailing Address	4401 WILSON BOULEVARD SUITE 700 ARLINGTON, VA, 22203 USA
Notice of Process Address	CORPORATION SERVICE COMPANY 808 GREENBRIER STREET CHARLESTON, WV, 25311
Principal Office Address	4401 WILSON BOULEVARD SUITE 700 ARLINGTON, VA, 22203 USA
Type	Address

Officers

Type	Name/Address
Director	JULIE BUTLER SUITE 700 4401 WILSON BOULEVARD ARLINGTON, VA, 22203
Director	CHRISTIAN JACKSTADT SUITE 700 4401 WILSON BOULEVARD ARLINGTON, VA, 22203
Director	RICHARD HOLCOMB - BOARD VICE CHAIR 4401 WILSON BOULEVARD SUITE 700 ARLINGTON, VA, 22203 USA
Director	JEAN SHIOMOTO - BOARD VICE CHAIR 4401 WILSON BOULEVARD SUITE 700 ARLINGTON, VA, 22203 USA
President	IAN GROSSMAN SUITE 700 4401 WILSON BOULEVARD ARLINGTON, VA, 22203
Secretary	MELISSA GILLET SUITE 700 4401 WILSON BOULEVARD ARLINGTON, VA, 22203
Treasurer	GABRIEL T. ROBINSON SUITE 700 4401 WILSON BOULEVARD ARLINGTON, VA, 22203
Type	Name/Address

DBA

DBA Name	Description	Effective Date	Termination Date
THE AMERICAN ASSOCIATION OF MOTOR VEHICLE ADMINISTRATORS, INC	FORCED DBA	6/9/2004	
DBA Name	Description	Effective Date	Termination Date

Annual Reports**Filed For**

2025

2024

2023

2022

2021

2020

2019

2018

2017x

2017

2015

2014

2013

2012

2011

2010

2009

2007

Date filed

For more information, please contact the Secretary of State's Office at 304-558-8000.

Friday, September 19, 2025 — 9:17 AM

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e.g. 1606N020Q02

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- ☐ Any Words 
- ☐ All Words 
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e.g. 123456789, Smith Corp

"AMERICAN ASSOCIATION OF MOTOR VEHICLE ADMINISTRATORS, THE" Entity Location Status 

- ☒ Active
- ☐ Inactive

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COMPLIANCE VERIFICATION CHECKLIST FOR REQUISITION SUBMISSION

<i>Purchasing Division Use:</i> Buyer: <u>12</u> Date: <u>9/19/25</u> Solicitation No. <u>CO # 4</u>	Agency: WVDOT - Division of Motor Vehicles <hr/> Procurement Officer Submitting Requisition: Kristy James <hr/> Requisition No. CMA DMV 23*03 <hr/> PF No.: 1141004
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This checklist **MUST** be completed by a state agency's designated procurement officer and submitted with the Purchase Requisition to the Purchasing Division. The purpose of the checklist is to verify that an agency procurement officer has obtained and included required documentation necessary for the Purchasing Division to process the requisition without future processing disruptions. At the agency's preference, the agency **MUST** either submit the checklist by attaching it to the requisition's Header **OR** by placing it in the requisition's Procurement Folder.

FOR ALL SOLICITATION TYPES:

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
1	Specifications and Pricing Page included	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	Use of correct specification template	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	Use of correct requisition type [CRQS → CCT or CPO] or [CRQM → CMA]	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Use of most current terms and conditions (www.state.wv.us/admin/purchase/TCP.pdf)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Maximum budgeted amount in wvOASIS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	Suggested vendors in wvOASIS	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Capitol Building Commission pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Financing (Governor's Office) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9	Fleet Management Division pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

	Compliance Check Type	Required	Provided, if Required	Not Required	Purch. Div. Confirmation
10	Insurance requirements				
	Commercial General Liability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Automobile Liability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Workers' Compensation/Employer's Liability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Cyber Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Builder's Risk/Installation Floater	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Professional Liability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11	Office of Technology CIO pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12	Treasurer's Office (banking) pre-approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

FOR CHANGE ORDERS/RENEWALS:

1	Two-party agreement	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Standard change order language	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Office of Technology CIO approval	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> n/a
4	Justification for price increases/backdating/other	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> n/a
5	Bond Rider (Construction)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> n/a
6	Secretary of State Verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	State debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8	Federal debarment verification	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

*The items pre-checked are required before a Purchase Requisition may be submitted to the Purchasing Division. Failure to complete and verify this documentation may result in rejection of the requisition back to the agency. It is up to the agency procurement officer to determine if pre-approvals, insurance, or other documentation is needed for the purchase. The referenced information below may be used to make this determination.

For Purchasing Division Use Only:

I have reviewed the requisition identified above and find that it is sufficient to advertise publicly to the vendor community. My review does not preclude the possibility that the vendor community, or some other entity, will identify an area of concern; however, should such issues or concerns arise, they will be reviewed and addressed as may be appropriate.

Signature: _____

[Handwritten Signature]