



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: 02-19-2026

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 6	Procurement Folder:	1141004
Document Name:	WVDMV ACCESS TO CDLIS, PDPS, NMVTIS, ETC.	Reason for Modification:	CO 5 To add commodity line for passport verification
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	Requestor Name:	Arlene G Moore
AMERICAN ASSOCIATION OF MOTOR VEHICLE ADMINISTRATORS 4401 Wilson Blvd		Requestor Phone:	(304) 926-0718
Arlington	VA	Requestor Email:	arlene.g.moore@wv.gov
US	22203-4195		
Vendor Contact Phone:	703-340-7376		
Extension:			
Discount Details:			
	Discount Allowed	Discount Percentage	Discount Days
#1	No	0.0000	0
#2	No		
#3	No		
#4	No		

2026
 FILE LOCATION _____

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 2-27-26
 Purchasing Division's File Copy

Total Order Amount:	Open End
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JE 2/27/26
PURCHASING DIVISION AUTHORIZATION
 DATE: *2-27-26*
 ELECTRONIC SIGNATURE ON FILE

ATTORNEY GENERAL APPROVAL AS TO FORM
 DATE: *3/2/2026*
 ELECTRONIC SIGNATURE ON FILE

ENCUMBRANCE CERTIFICATION
 DATE: *3-3-26*
 ELECTRONIC SIGNATURE ON FILE

Extended Description:

Change Order 5

Change Order No 5 is issued to add a commodity Line for passport verifications per page 15 of the Products and Services Catalog, Section 3.2.4 US Passport Verification Services (USPVS) attached to the original CMA award.

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

Line	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

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
33	81111820			EA	0.090000
	Service From	Service To			Service Contract Amount
					0.00

Commodity Line Description: Passport Verification FY26

Extended Description:
Passport Verification



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

M E M O R A N D U M

DATE: February 10, 2026
TO: Kristy James, DOT Procurement
FROM: Georgina Davis, DMV
SUBJECT: CMA DMV23*03 Change Order 5

A handwritten signature in cursive script that reads "Kristy James".

The Division of Motor Vehicles (DMV) requests that a change order be completed to add a commodity line for passport verifications on CMA DMV23*03. The Auditor's Office is rejecting PRM documents stating that the agreement must be attached for approval of the payments. The passport verification cost is noted on the AAMVA Products and Services Catalog, page 15 under Section 3.2.4 US Passport Verification Services (USPVS), which is part of the original CMA, but not listed as an individual commodity line.

DMV hopes this is enough information to allow you to authorize the request for a change order to be completed. Please do not hesitate to contact me directly at (304) 352-5691 if you require any further information or clarification regarding this request.

Thank you.

Item Description	BEID	Unit	Rate
VLS Step 1 Implementation Fee - UNlor Web Service	VLS-VLSIMPL	One time setup fee per Jurisdiction	\$32,000
VLS Steps 2 & 3 Implementation Fee - UNI or Web Service	VLS-VLS23SETUP	One time setup fee per Jurisdiction	\$13,500
VLS Transaction Fee	VLS-VL	Per successful Step 1 Inquiry	\$0.30

3.2.4 US Passport Verification Services (USPVS)

USPVS allows the Driver License Agencies' (DLA) to verify US Passport document data against the Department of Homeland Security's (DHS) backend systems and is established to assist states in issuing more secure driver licenses and identification cards.

When an applicant applies for a driving license, permit or ID Card, the applicant is required to present documents that prove their identity and legal (immigration) presence. The DLAs accept U.S. passports as identity documents. For a Jurisdiction to check that a U.S. passport is not fraudulent, the Jurisdiction may electronically verify via USPVS that the Passport Number and Date of Birth on the passport matches the electronic record of the passport, recorded in the U.S. government files.

For More information go to <https://www.aamva.org/technology/systems/verification-systems/uspvs>

3.2.4.1 USPVS Fees

AAMVA will charge a fee per successful transaction.

Item Description	BEID	Unit	Rate
USPVS Implementation Fee - UNI or Web Service	USP-USPVSIMPLM	One time setup fee per Jurisdiction	\$8,440
USPVS Web Site Setup Fee	USP-PVSWEB	One time setup fee per Jurisdiction	\$2,000
USPVS Transaction Fee	USP-PV	Per successful Transaction	\$ 0.09

3.2.5 Driver's License Data Verification (DLDV) Service

Driver Licenses, Driving Permits and Identification Cards (collectively, "DL/ID") issued by U.S. Jurisdictions are regularly used as proof of identity; however, a card may be counterfeit or altered. The purpose of AAMVA's Driver License Data Verification (DLDV) service is to provide commercial and government entities with the real-time capability to verify DL/ID information against data from the issuing agency.

3.2.5.1 Benefit for DLDV Users

The DLDV Service provides users with immediate verification of identification document data. DLDV users submit data on a DL/ID and the service returns a flag for each data element that indicates if the element matches the data on file with the issuing jurisdiction. Users interact with the service via a web-service call.

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Business Organization Detail

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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
Designated Office Address	209 WEST WASHINGTON STREET CHARLESTON, WV, 25302
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
Principal Office Mailing 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 GILLETT 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

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

Friday, February 27, 2026 — 8:25 AM

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