



STATE OF ARKANSAS
OFFICE OF STATE PROCUREMENT
 1509 West 7th Street, Room 300
 Little Rock, Arkansas 72201-4222

ADDENDUM 1

TO: Vendors Addressed
 FROM: John Leverett, Buyer
 DATE: 10/28/16
 SUBJECT: SP-16-0086 Driver's License and ID Card Issuance System

The following change(s) to the above-referenced RFP have been made as designated below:

- ☒ Change of specification(s)
- ☒ Additional specification(s)
- ☐ Change of bid opening time and date
- ☐ Cancellation of bid
- ☐ Other

ADDITIONAL SPECIFICATIONS

- Add the following to 2.10.A

There are 160 image capture workstations to be installed in various office locations for the initial term of the contract. There are 134 State Revenue Office locations, one Driver's License issuance location, one Facial Recognition location, and one AIRS test service location. Agency will provide successful vendor with the list of workstations and printers per location.

- Add the following to 2.10.B.7

All DL/ID and REAL ID cards will be issued over the counter, not by central issuance.

- Add the following to 2.21

F. Vendor **shall** monitor obsolete inventory as a result of any changes at no additional cost to the state.

- Add the following to 4.6

F. If no changes are made by the State at contract renewal or Technical Upgrade, then no increase in cost will be approved.

CHANGE OF SPECIFICATIONS

- Delete item 2.1.A.7 and replace with the following:

7. Prints a variety of driver's licenses and ID cards for the State of Arkansas including but not limited to the following:

- Class A, B, C, D, M, and MD
- Learners Licenses and Intermediate License
- Commercial Driver's License (CDL) and Commercial Lerner's Permits
- State Employee ID cards
- Person's with Disability cards

Note: With an anticipated increase in card sales, throughout the duration of the contract, due to the REAL ID and duplicate card sales, the state does not project a decrease in volume. The estimated volume is one million cards per year.

- Delete item 2.2.B and replace with the following:

Vendor **must** have successfully installed at least three (3) or more DL/ID card issuance systems and facial recognition systems for the same or similar services as required in this RFP.

- Delete item 2.2.C and replace with the following:

Vendor **shall** have successfully demonstrated at least three (3) years of experience in the production of DL/ID cards with an annual volume, at a minimum, of 1.2 million cards per year.

- Delete item 2.2.H and replace with the following:

The security clearance must consist of both State and Federal background checks including:

1. Arkansas Criminal Background check

Note: State Background checks may be conducted at <http://asp.arkansas.gov/services-and-programs/detail/criminal-background-checks>.

2. Federal Background Check required by Homeland Security in the Real ID Act of 2005

Note: For details view Section 37.45 of the REAL ID Act of 2005. Arkansas will require a FBI fingerprint based background check to meet the requirement of the REAL ID Act.

- Delete item 2.25 and replace with the following:

The vendor **shall** include a proposed transition plan, including a project timeline and installation schedule, with their RFP response. The transition plan (including project and installation schedule) **shall** provide for:

- A. Issuance System requirements gathering
- B. System DL/ID card issuance, Facial Recognition, and Image Delivery design and development
- C. Installation, testing and training of the system
- D. A timeline on delivery of card and printer consumables and training

The State along with the successful vendor will work together to develop an implementation schedule that will have a system in place as soon as feasible.

- Delete item 4.6.B and replace with the following:

The vendor must provide to OSP a written request for the price increase. The request must include supporting documentation demonstrating that the increase in contract price is based on an increase in market price for the item/system referred to in this RFP. OSP shall have the right to require additional information pertaining to the requested increase.

- Delete item 1.1. and replace with the following:

This Request for Proposal (RFP) document is issued by the Office of State Procurement (OSP) for Arkansas Department of Finance and Administration (DFA) Office of Driver Services (ODS) to obtain pricing, services, and establish a multi-year service contract for a secure, web-based, digital image capture and Driver's License/Identification (DL/ID) Card Issuance System.

The issuance system contract shall include all necessary hardware and software products. This includes Server Hardware and associated software licenses. It should include all disaster recovery solutions, database servers and licenses, and installation costs. The State will provide necessary racks or rack space along with environmental and power and network connectivity needed for the vendor's hardware. This also includes design, development, customization, transition management, installation, training for State employees, service staff with an appointed priority to service the system,

supplies, and regular maintenance, as specified in detailed system design discussions with OSP and ODS as required within this RFP (including all addenda to the resulting contract).

The DL/ID card produced by the vendor **shall** be fully compliant with State of Arkansas and Federal statutes including the Real ID Act of 2005 and applicable regulations.

DL/ID cards **must** meet or exceed all standards contained in the most recent edition of the American Association of Motor Vehicle Administrator's (AAMVA) Personal Identification Specification. This is the link to AMMVA standard: <http://www.aamva.org/DL-ID-Card-Design-Standard/>

- Delete item E.3.B of the technical proposal packet and replace with the following:

List client contact information for a minimum of three (3) DL/ID card Issuance Systems and Facial Recognition System installed by your company. Of the three (3), at least one (1) system must have an annual volume of at least 1.2 million cards issued per year. List any systems installed in Arkansas.

The specifications by virtue of this addendum become a permanent addition to the above referenced RFP. Failure to return this signed addendum may result in rejection of your proposal.

If you have any questions please contact John Leverett at John.leverett@dfa.arkansas.gov or (501) 324-9316.

Company: _____

Signature: _____

Date: _____