



PUBLIC HEARING AGENDA ITEM

DATE OF PUBLIC HEARING: February 2, 2021
SUBJECT: Motor Vehicle Self-Service Kiosks
FROM: Raymond H. Gonzales, County Manager Alisha Reis, Deputy County Manager Nancy Duncan, Budget & Finance Director Jennifer Tierney Hammer, Procurement & Contracts Manager
AGENCY/DEPARTMENT: Clerk and Recorder Motor Vehicle Department
HEARD AT STUDY SESSION ON: N/A
AUTHORIZATION TO MOVE FORWARD: <input type="checkbox"/> YES <input type="checkbox"/> NO
RECOMMENDED ACTION: That the Board of County Commissioners approves Amendment Three to the agreement with Intellectual Technology, Inc., for the Motor Vehicle Self-Service Kiosks.

BACKGROUND:

Pursuant to Colorado Revised Statute § 42-1-231, County Clerk and Recorders are authorized to conduct kiosk pilot programs utilizing a private contractor to provide onsite motor vehicle registration renewal services. The intent of these kiosks is to provide an alternative service delivery option to citizens to reduce the amount of over the counter renewals and decrease customer wait times at Colorado Department of Revenue locations by allowing the renewal of vehicle registrations at County facilities.

On June 16, 2016, Arapahoe County issued a formal Request for Proposal (RFP) seeking a qualified contractor to provide their Motor Vehicle locations with self-service kiosks as part of this pilot program authorization. After a thorough review, the RFP was awarded to Intellectual Technology, Inc., on October 19, 2016.

Adams County was able to piggy-back off the Arapahoe County agreement with Intellectual Technology, Inc. Approval was granted by the Adams County Board of County Commissioners on June 27, 2017, to allow the Adams County Clerk and Recorder to proceed in conducting the pilot program at the Westminster and Brighton Motor Vehicle locations. As of January 5, 2021, the Colorado Department of Revenue was designated the Master Agreement holder taking the place of Arapahoe County. The agreement in place between the Colorado Department of Revenue and Intellectual Technology, Inc., will automatically renew every year until the year 2026.

The program is primarily funded through individual transaction fees. Customers will be obligated to pay a \$3.00 service fee at County locations and \$3.95 service fee per transaction at qualified third-party locations, regardless of payment type, with an additional 2.3% fee if paying via credit or debit card or \$.50 if paying by check. These fees will be paid directly to Intellectual Technology Inc.

The agreement breaks down as follows:

Agreement /Amendment	Approved	Explanation
Original Agreement	June 2017	Initial agreement for services
Amendment One	January 2018	Expand services
Amendment Two	May 2018	Expand services

The recommendation is to approve Amendment Three to the agreement for Motor Vehicle Self-Service Kiosks with Intellectual Technology, Inc. Amendment Three will renew the agreement through January 31, 2026, and the master agreement holder be changed from Arapahoe County to Colorado Department of Revenue. This agreement will be in place in accordance with the Colorado Department of Revenue's agreement.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

Clerk & Recorder Motor Vehicle Department

ATTACHED DOCUMENTS:

Resolution

FISCAL IMPACT:

Please check if there is no fiscal impact ☐. If there is fiscal impact, please fully complete the section below.

Fund: 1

Cost Center: 1023

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
Total Revenues:			

	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:	7685		\$5,600
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
Total Expenditures:			\$5,600

New FTEs requested: ☐ YES ☒ NO

Future Amendment Needed: ☐ YES ☒ NO

Additional Note: