



DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
June 11, 2025

SUPPLEMENTAL



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59-IT. INFORMATION TECHNOLOGY
Department of Transportation, Motor Vehicle Administration

Contract ID: ImageRPS License and Software Maintenance; *V-HQ-25021-IT*
 ADPICS No.: J04B5600005

Contract Description: Image Remittance Processing System (ImageRPS) license for Maintenance and Software Support for the MVA.

Award: Deluxe Corporation; Minneapolis, MN

Contract Term: 07/03/2025* - 06/30/2030 (*Or earlier upon BPW approval)

Amount: \$505,308.53

Procurement Method: Sole Source

MBE/VSBE Participation: 0% / 0%

Performance Security: No

Incumbents: Same

Requesting Agency Remarks: The ImageRPS system is a proprietary software owned, licensed, and maintained by Deluxe Corporation (Deluxe). Only Deluxe certified technicians are authorized to conduct software maintenance. Therefore, a different vendor cannot provide the required service.

MVA utilizes this service to accept payments for mail-in customers service and driver's license processes, vehicle registrations, and administrative flag fees. Without this software license support, MVA cannot continue processing customers' checks, and accounts or maintaining the accounting and financial systems that the administration relies on. This system is essential because it is integrated into MVA's current systems: Customer Connect, Financial Management Information System, and Wells Fargo Bank for automatic electronic ICL9 file transfers.



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59-IT. INFORMATION TECHNOLOGY (cont'd)

Agency Remarks (cont'd):

The MVA completed a price analysis of ImageRPS License and Software Maintenance Agreement. The analysis was based on a historical evaluation of the contract pricing, which shows an increase of 6.25% in July of 2024. There will be an increase of 3% for the new contract's first year, and an annual increase of up to 6% in succeeding years. The increases are satisfactory because they're aligned with the current U.S. Bureau of Labor Statistics Consumer Price Index assessment. Due to the proprietary nature of this contract, the MVA's assessment, and BPW Advisory 2016-1 input, the contract price is deemed fair and reasonable.

This contract is a single element. There are no subcontracting opportunities and therefore no Minority Business Enterprise (MBE) or Veteran-Owned Small Business Enterprise (VSBE) participation goals established for this contract.

Fund Source: 100% Special Funds (Transportation Trust Funds)

Approp. Code: JOE0001

Resident Business: No

MD Tax Clearance: 25-0464-0111

BOARD OF PUBLIC WORKS

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION