

- Administration
- **Bureau of Motor Vehicles**
- Emergency Management Agency
- Emergency Medical Services
- Office of Criminal Justice Services
- Ohio Homeland Security
- Ohio Investigative Unit
- Ohio State Highway Patrol



Bureau of Motor Vehicles
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(614) 752-7600
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March 12, 2010

To all Deputy Registrar Proposers:

Thank you for your deputy registrar proposal. Enclosed is a copy of the preliminary evaluation scores. Each proposal has been evaluated by a personal and operational evaluation team. Where the proposer will be required to provide the deputy registrar site, a preliminary site evaluation has also been made. The maximum scores this year are as follows:

Personal evaluation	250 points
Operational evaluation	<u>45 points</u>
Total for each BMV Controlled Site	295 points
Site evaluation	<u>125 points</u>
Total for each Deputy Provided Site	420 points

Important Notice: The scores enclosed are preliminary scores only. The proposals have not yet been reviewed by the Director or the Registrar. **No final selections have been made.** Final selections are subject to all provisions contained in the RFP and the administrative rules including, among other things, OAC 4501:1-6-02, see next page.

In accordance with request for proposals (RFP) section 1.15, each proposer now has an opportunity to review his or her own proposal and any competitive proposal and the scores for those proposals.

The Registrar and Director reserve the right to require additional information from any proposer during the RFP process. The information may be required in written or oral form and may include interviews, presentations, or other media.

You may purchase a copy of any proposal, including the evaluation score sheets, by mail at the cost of eight dollars (\$8.00) each. You may purchase evaluation score sheets only at the cost of two dollars and fifty cents (\$2.50) each. Mail requests must include a check or money order for payment to Ohio Treasurer Kevin L. Boyce and should be addressed to Russell J. Rauch, BMV Research Division, P.O. Box 16520, Columbus, Ohio 43216-6520.

You may also inspect copies of any proposal in person, by appointment. To schedule an appointment, telephone the BMV Research Division at (614) 752-7631. You may also purchase copies at the time of your appointment.

After you have made a thorough review of the proposals and the preliminary evaluation scores, you may submit Written Response and Comments on the enclosed form. Be sure to follow all instructions carefully.

Mission Statement

"to save lives, reduce injuries and economic loss, to administer Ohio's motor vehicle laws and to preserve the safety and well being of all citizens with the most cost-effective and service-oriented methods available."

After April 2, 2010, Director Cathy Collins-Taylor and I will begin the final selection process. In that process, we will follow the provisions contained in the RFP, the statutes, and the administrative rules including, among other things, the following provisions of OAC 4501:1-6-02 (Q) and (R):

- (Q) In making the final selection of deputy registrars, the registrar may, with the approval of the director, assign any employee of the department of public safety to assist them in the final selection process and may:
 - (1) Consider the scores computed by the evaluators to assist them in exercising their discretion in selecting deputy registrars;
 - (2) Correct any errors the registrar finds in the evaluations or computations;
 - (3) Consider any information submitted in any proposer's written response and comments;
 - (4) Waive any defects in a proposal which the registrar deems to be minor, inadvertent, or immaterial;
 - (5) Disqualify any proposal or proposer if the registrar finds that there is good cause to do so; the registrar shall cause a notation to be made of the grounds for any disqualification;
 - (6) Reject all proposals for any given deputy registrar location; and
 - (7) Consider any reasonable factors which bear upon the proposal and the proposer's ability to act as a deputy registrar.
- (R) The scores computed in the points evaluation shall not be the sole deciding factor in awarding the deputy registrar contract. The registrar, with the approval of the director, may select a proposal which did not receive the highest point score if the registrar determines that the proposal offers the deputy registrar and site which would best serve the needs of the state of Ohio, the department of public safety, the bureau of motor vehicles, and the citizens of Ohio.

It is our intention to announce the tentative contract awards by mail on or about Friday, April 23, 2010. The announcement will also be posted on the BMV Web site at the following link: <http://bmv.ohio.gov/rfp.stm>.

Thank you again for your participation in the deputy registrar selection process. Your participation assures an open, competitive process and leads to an improved deputy registrar system for all of the citizens of Ohio.

Sincerely,



CAROLYN Y. WILLIAMS
REGISTRAR

cc: Cathy Collins-Taylor, Director of Public Safety
Michael McCann, Chief of Staff
Thomas Hunter, Communications Director