



December 9, 2014

The Honorable Pablo (Paul) Villarreal, Jr.
Hidalgo County Tax Assessor-Collector
P. O. Box 178
Edinburg, Texas 78540-0178

Dear Mr. Villarreal:

This is in response to your request for two additional Registration and Title System (RTS) workstations to be provided at state expense for Bridgepoint Insurance in Mission, Texas.

Vehicle Titles and Registration (VTR) does not permit allocated RTS workstations to be located at full-service deputy sites. In addition, VTR has provided Hidalgo County as many allocated RTS workstations as allowed by our transaction formula. We therefore cannot approve the additional requested workstations at state expense.

The option to lease additional workstations is available, and I have enclosed an RTS lease agreement. Please be advised new sites are subject to a one-time \$2,500 fee, per Exhibit "A" of the agreement. You and your deputy may also consider using WebSub to process vehicle registrations, bypassing the need for state equipment.

Your continued support of the automated system is greatly appreciated. If you have any questions about workstation allocation or other issues, please call me at (512) 465-4023. As always, you may contact your local Pharr Regional Service Center to assist you.

Sincerely,

Jeremiah Kuntz, Director
Vehicle Titles and Registration Division

Enclosure

cc: Trey Lusk, Regional Services, Texas Department of Motor Vehicles
Jeff Kirk, Regional Services, Texas Department of Motor Vehicles
Rene Rangel, Pharr Regional Service Center, Texas Department of Motor Vehicles

EXHIBIT "A" To Amendment One State of Texas, County of HIDALGO

1. If a County desires additional RTS information resources, e.g. workstations or peripheral equipment, beyond that which is allocated by the State, the equipment and support may be leased **at County expense** from the State. Counties should contact their supporting Vehicle Titles and Registration Division Regional Office for information and the necessary form to amend their existing Agreement for the Use of State of Texas Automation Equipment, that is, their "County Agreement."
2. Submitting a signed amendment form to Jeremiah Kuntz, Director, Vehicle Titles and Registration Division, will constitute the County's formal request to lease RTS workstations and will signify that the County Tax Assessor-Collector has the funds necessary to lease this equipment.
3. The cost of leasing a basic RTS workstation will be \$1,500 per year, except if the installation is at a new site that is a site where RTS has not previously been installed. In this case, a "one time" additional fee of \$2,500 for the first workstation will be charged. The cost of leasing other RTS information resources and support is reflected below. Counties will identify the type and amount of the equipment desired by appropriately annotating this quantity below.
4. During the first year of installation, the county will be billed during the month immediately following the month in which the equipment is installed for the pro-rated portion of the State fiscal year that remains. Thereafter, billing will occur annually during the first month of the State's fiscal year (September).
5. The county may request the State remove the equipment at any time and it will be removed within 30 days of the request being received by TxDMV. The county will forfeit any portion of the annual lease fee that remains.
6. Equipment leased by a county will remain in the county unless replaced by the State or until the County requests that it be removed.
7. Annual costs for the above equipment and services are subject to change annually. Counties will be notified at least 90 days in advance of proposed changes.
8. Counties will annotate below (by site and quantity) equipment requirements. Total annual costs can be projected using the table provided. TxDMV will compute final costs and the county will be billed in accordance with paragraph 4 above.

| | Item Type | County Site | Quantity | Individual Item Cost | Total Annual Cost |
|----|---|-------------|----------|---------------------------|-------------------|
| 1. | Workstation, Basic ¹ | | (2) | \$1,500.00 | \$3,000.00 |
| 2. | Remote Sticker Printing System (Renewal) ² | | | 600.00 | |
| 3. | Remote Sticker Printing System (DTA) ³ | | | 600.00 | |
| 4. | Uninterrupted Power Supply | | | 125.00 | |
| 5. | Printer Laser, HP 8000 (high capacity) | | | 1,100.00 | |
| 6. | Additional Printer | | | 250.00 | |
| 7. | Bar code reader | | | 550.00 | |
| 8. | New Site Cost (one time fee) | | (1) | 2,500.00 | \$2,500.00 |
| | | | | Annual Leasing Fee | \$5,500.00 |

¹ The Basic Workstation includes all standard items for full functionality (monitor, CPU, keyboard, printer, software, support, and cash drawer, if necessary), in a normal environment.

² The Remote Sticker Printing System (RSPS renewal) includes all standard items for full functionality at your subcontractor (laptop, bar code reader, printer, software, support, and two flash drives).

³ The RSPS (DTA) includes all standard items for full functionality at your subcontractor vehicle dealer (laptop, printer, software, support, and two flash drives).

COUNTY OF Hidalgo

AMENDMENT ONE [LEASE OF STATE OF TEXAS REGISTRATION AND TITLE SYSTEM (RTS) INFORMATION RESOURCES AND SUPPORT] TO AGREEMENT FOR THE USE OF STATE OF TEXAS AUTOMATION EQUIPMENT

THIS AMENDMENT is made between the "State" and the "County" pursuant to the addition of SECTION 1, Subchapter A, Chapter 520, Section 520.0093 of the Texas Transportation Code as enacted by the 82nd Legislature of the State of Texas for the purposes of providing the County of Hidalgo, Texas an option to lease additional RTS workstations/items directly from the State. This amendment incorporates all the terms and provisions regarding responsibility for: equipment installation, RTS programming and hardware/software configuration, security, maintenance, equipment repair and replacement, equipment movement, unauthorized equipment use, building electrical requirements, accountability/inventory of equipment, training, and supplies provided in the Agreement for the Use of State of Texas Automation Equipment dated _____.

In addition to the provisions of the original county agreement, TxDMV's responsibility for equipment installed at non-county tax assessor-collector sites; e.g. privately owned, for profit enterprises performing registration and title functions for the county tax office; will be limited to ensuring the equipment remains operational. The county will be responsible for all training, user support, forms, supplies, user policy and procedures, etc., associated with this leased equipment. This amendment will remain in force for as long as the Agreement for the Use of State of Texas Automation Equipment remains effective.

This Amendment provides a new option for the County to obtain additional RTS Information Resources and Support not identified in the Agreement for Use of State Automation Equipment. The process for requesting these resources and annual cost and billing information associated with this lease are included in Exhibit A to this Amendment.

RTS workstations identified below and/peripheral equipment identified on Exhibit A which are leased under the provisions of this amendment will be installed following approval of the County Commissioner's Court. This amendment will be signed below by the County Judge or will be supported by a certified copy of the Commissioner's Court Order or Resolution which will be attached, and the Director of the Vehicle Titles and Registration Division of the Texas Department of Motor Vehicles.

The County of Hidalgo, Texas will lease 2 additional RTS workstation(s)/items and requests that it/they be installed at the following County Tax Office manager or controlled site(s):

| Site Name | New (N) or Existing (E) Site | Site Address | Number of Items |
|-------------|------------------------------|------------------------------------|-----------------|
| Bridgepoint | New | 514 W Expwy 83 Mcallen TX 78501 | 2 |
| | | | |
| | | | |
| | | | |
| | | | |

County Judge _____ Date _____
Hidalgo County

Jeremiah Kuntz, Director _____ Date _____
Vehicle Titles and Registration

Paul Villarreral Jr.
Tax Assessor & Collector
Subcontractors
Proposed As of February 9, 2015

Subcontractors

WebAgent with County at No Cost *

| | |
|--|---|
| 1. HEB Edinburg #1 Closner | 21. Fred Loya Donna |
| 2. HEB Edinburg #2 Freddy | 22. Fred Loya Elsa |
| 3. HEB Elsa Crockett | 23. Fred Loya La Joya |
| 4. HEB McAllen #3 S. 10 th | 24. Fred Loya McAllen #1 |
| 5. HEB McAllen #4 N. 10 th | 25. Fred Loya McAllen #2 |
| 6. HEB McAllen #1 Pecan | 26. Fred Loya Mission #1 |
| 7. HEB McAllen Expressway | |
| 8. HEB Palmview Vista Dr. | <u>Leased with County at \$1,500.00 / Year</u> |
| 9. HEB Mission Plus Expressway | 1. Bridgepoint Insurance McAllen (4 RTS) |
| 10. HEB Mission #2 N. Conway | |
| 11. HEB Mission #1 S. Conway | <u>Serial # RTS</u> |
| 12. HEB Donna Miller | 1. 2UA13216RZ |
| 13. HEB Weslaco #1 Texas | 2. 2UA13216R4 |
| 14. HEB Weslaco #2 West Gate | 3. 2UA13216QT |
| 15. HEB Mercedes Texas | 4. 2UA1320S3B |
| 16. HEB Pharr Business 83 | |
| 17. HEB San Juan Expressway | (Newly Proposed) |
| 18. HEB Alamo Frontage | 2. Bridgepoint Insurance Mission (2 RTS) |
| 19. HEB Alamo Tower | |
| 20. Guzman Insurance | <u>Leased with TXDMV at \$1,500 / Year</u> |
| | 1. Edinburg Office (1 RTS) |
| | |
| <u>WebDealer with County at No Cost *</u> | |
| 1. Toyota of Pharr | <u>Serial # RTS</u> |
| 2. Hyundai of Pharr | 1. 2UA3421M6H |
| | |

* Plus \$5,000 Surety Bond Per Workstation