

**MOTOR VEHICLE TITLE AND REGISTRATION AUTHORIZED AGENT SERVICES
JUS-2017-0013V**

THIS CONTRACT is entered into by and between the State of Montana, Department of Justice, Motor Vehicle Division, (State), whose address and phone number are 302 N. Roberts Helena Montana 59620 406-444-3638, and O.S. LLC DBA MVD express/MVD express Montana, (Agent) whose address and phone number are 10200 Menaul Blvd. N.E. Ste.100, Albuquerque, NM 87112 and 505-323-0408 Ext. 08151.

1. EFFECTIVE DATE, DURATION, AND RENEWAL

1.1 Contract Term. The Contract's initial term is upon contract execution by the State, through August 11, 2019, unless terminated earlier as provided in this Contract. In no event is this Contract binding on State unless State's authorized representative has signed it. The legal counsel signature approving legal content of the Contract and the procurement officer signature approving the form of the Contract do not constitute an authorized signature. The fees charged during the initial contract term are as defined in Agent's response to JUS-RFP-2017-0013V).

1.2 Contract Renewal. State will renew under its then-existing terms and conditions in two four-year intervals, including any renewals, may not exceed a total of ten years.

2. FEE ADJUSTMENTS

If State agrees, the parties may negotiate fee adjustments at the time of Contract renewal and an acceptable adjustment will not be unreasonably withheld.

3. SERVICES AND/OR SUPPLIES

3.1 Agent shall provide the following:

3.1.1 Agent will perform duties related to servicing the Motor Vehicle Division (MVD) business community and other services that may be deemed necessary by MVD in the vehicle services realm. The Agent as defined in Montana Code Annotated (MCA) § 61-3-116, will be able to charge a convenience fee for their services, and this will be the only compensation they will be entitled to for these services.

3.1.2 Montana has 56 County Treasurer Offices, utilizing 61 locations, in which title and registration services are provided for Montana citizens and businesses. These Offices will continue to provide those services. Authorized Agent will provide another service channel for customers that use the services provided by the Title and Registration Bureau (TRB) and are willing to pay an added fee to receive a faster turn-around.

3.1.3 The Agent will process vehicle title, registration, inventory, accounting, and security interest transactions using MVD provided computers, hardware and peripherals, applications, procedures, and requirements, including collecting all supporting documentation provided by the customer in the processing of each transaction. The documents received must be submitted to the MVD in the format required by MVD, and be delivered or postmarked by the end of the next business day following processing of the Agents transaction(s).

33. EXECUTION

The parties through their authorized agents have executed this Contract on the dates set out below.

STATE OF MONTANA
Department of Justice, MVD
302 N. Roberts
Helena, MT 59601

O.S. LLC dba Montana MVD Express
10200 Menaul Blvd NE Ste 125
Albuquerque, NM 87112
FEDERAL ID # 47-2453766

BY: Sarah Garcia, MVD Administrator

BY: Janice J. Lucero CEO

Sarah Garcia 8-14-17
(Signature and Date)

Janice J. Lucero
(Signature and Date)
8/11/2017

Approved as to Legal Content:

[Signature] 8/14/17
Legal Counsel (Date)
Department of Justice

Approved as to Form:

[Signature] 8/18/17
Procurement Officer (Date)
State Procurement Bureau

Chief Information Officer Approval:

Agent is notified that, under the provisions of 2-17-514, MCA, the Department of Administration retains the right to cancel or modify any contract, project, or activity that is not in compliance with the Agency's Plan for Information Technology, the State Strategic Plan for Information Technology, or any statewide IT policy or standard.

Ronald A. Balducci 8/21/17
Chief Information Officer (Date)
Department of Administration

Montana Department of Justice

Chief of Staff

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke at the end, positioned above a solid horizontal line.

CONTRACT AMENDMENT NO. 1
CONTRACT FOR MOTOR VEHICLE TITLE AND REGISTRATION AUTHORIZED AGENT
SERVICES
CONTRACT # JUS-2017-0013V

This CONTRACT AMENDMENT # 1 is to amend the above-referenced contract between the State of Montana, Department of Justice, Motor Vehicle Division (MVD) (STATE), whose address and phone number are 302 N. Roberts, Helena, MT 59620, 406-444-3638 and O.S. LLC DBA MVD Express/MVD Express Montana (CONTRACTOR), whose address and phone number are 10200 Manual Blvd. N.E., Ste. 100, Albuquerque, NM 87112, 505-323-0408. This Contract is amended for the following purpose(s):

- 1) In accordance with the section entitled 3.3 Future Phases. MVD may expand, based upon agreement between MVD and the Agent after successful implementation of Phase One. Expanded service areas include the following alternate services as defined by the RFP and other services that may be deemed necessary by MVD in the vehicle services realm, the following additional title and registration services are included in the contract not to exceed \$25.00 per transaction:

Estate
MV210 (MV Records Release)
Total Loss (Salvage Transactions)
MV203, MV205, MV206
Break/Bond (Surety Bond)
Temporary Registration Permits (TRP)/Travel
Permits
Retail Registration
Sheriff Sale
Retail Title Transfers (Private Sale)
Replacement Title
Handicapped Placards
On-Site VIN Inspections/ Local VIN
Inspections
Notary
Repossessions
Tow Truck (Towing Liens/ Titling Process)
Vintage/Pioneer/Collector
State Exempt
De-Title (MH)

Except as modified above, all other terms and conditions of Contract JUS-2017-0013V remain unchanged.

STATE OF MONTANA

Department of Justice Motor Vehicle Division
302 N. Roberts St.
Helena, MT 59620

O.S. LLC DBA MVD Express/MVD Express
Montana
10200 Manual Blvd. N.E., Ste. 100
Albuquerque, NM 87112
FEDERAL ID # 47-2453766

BY: Sarah Garcia / MVD Administrator

(Name/Title)

Sarah Garcia

(Signature)

BY: Janice J. Lucero, CEO

(Name/Title)

Janice J. Lucero

(Signature)

DATE: 12/13/2017

DATE: 12/13/2017

Approved as to Legal Content:

Peter Funk

12/11/2017

Legal Counsel (Date)

Approved as to Form:

Rick Donnell

12/8/2017

Procurement Officer (Date)

State Procurement Bureau

Penelope C. Bahner

12/8/2017

Chief Information Officer (Date)

Department of Administration

CONTRACT AMENDMENT NO. 2
to Motor Vehicle Title and Registration Authorized Agent Services
Contract # JUS-2017-0013V

August 1, 2019

This CONTRACT AMENDMENT No. 2 is to amend the above-referenced Contract, effective August 11, 2019, between the State of Montana, Montana Department of Justice (DOJ) - Motor Vehicle Division ("State") and O.S., LLC d.b.a. MVD Express/MVD Express Montana ("Agent"). The purpose of the amendment is to (1) extend the term of the Contract for an additional eight (8) year term and (2) provide for a cap on service/transaction fees charged by Agent under 3.7.8 of the Contract.

The Parties agree as follows:

1. Pursuant to Section 1.1 of the Contract, the term of the Contract will extend through August 11, 2027.
2. Amendment 1 and Section 3 of the original contract is amended as follows:

Current work items authorized and agreed to by the parties:

- Ⓢ Dealer Title Only
- Ⓢ Fleet Title and Registrations
- Ⓢ Canadian Titles
- Ⓢ LLC Title and Registration
- Ⓢ Estate
- Ⓢ Total Loss (Salvage Transactions) MV203, MV205 and MV206
- Ⓢ Break/Bond (Surety Bond)
- Ⓢ Temporary Registration Permits (TRP)/Travel Permits
- Ⓢ Retail Registration
- Ⓢ Sheriff Sale
- Ⓢ Retail Title Transfers (Dealer/Private Sale)
- Ⓢ Replacement Title
- Ⓢ Repossessions
- Ⓢ Notary
- Ⓢ Tow Truck (Towing Liens/Tilting Process)
- Ⓢ Lien File/Lien Release

Potential future work items, subject to authorization by MVD and agreement by the parties:

- Ⓢ On-Site VIN Inspections/Local VIN Inspections
- Ⓢ MV210 (MV Records Release)
- Ⓢ Handicapped Placards
- Ⓢ Vintage/Pioneer/Collector

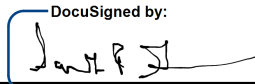
- ⓘ State Exempt
- ⓘ De-title (MH)
- ⓘ Forced Lien Title

For each motor vehicle transaction completed by Agent, the Agent may charge its customers a service fee, to be determined by the Agent. The service fee will not exceed \$500.00 per transaction.

Except as modified herein, all other terms and conditions of the Contract remain in effect.

**Montana Department of Justice
Motor Vehicle Division**

302 N. Roberts
P.O. Box 201430
Helena, MT 59620
BY: Sarah Garcia, Administrator

DocuSigned by:


(Signature)

Date: 8/7/2019

O.S. LLC dba Montana MVD Express

10200 Menaul Blvd NE Ste 125
Albuquerque, NM 87112

BY: Janice J. Lucero CEO

DocuSigned by:


(Signature)

Date: 8/7/2019

**Montana Department of Administration
State Procurement Bureau**

Approved as to Form
Rm. 165, Mitchell Bldg.
125 N. Roberts St.
Helena, MT 59620
BY: Nicole Orta

DocuSigned by:
Nicole Orta

(Signature)

Date: 8/1/2019

**Montana Department of Justice
Attorney General's Office**

Approved as to Legal Content
215 N. Sanders
P.O. Box 201401
Helena, MT 59620
BY: Jeff Hindoien

DocuSigned by:
Jeff Hindoien

(Signature)

Date: 8/1/2019

**Montana Department of Justice
Attorney General's Office
Chief of Staff**

216 N. Sanders, P.O. Box 201401
Helena, MT 59620
BY: Mike Milburn

DocuSigned by:
Mike Milburn

(Signature)

Date: 8/5/2019

**Montana Department of Justice
Central Services Division
Administrator**

840 Helena Ave., P.O. Box 201404
Helena, MT 59620
BY: Liz Bangerter

DocuSigned by:
Liz Bangerter

(Signature)

Date: 8/5/2019

**Montana Department of Justice
Information Technology Services Division
Administrator/ DOJ CIO**

302 N. Roberts, P. O. Box 201406
Helena, MT 59620
BY: Butch Huseby

DocuSigned by:
Butch Huseby

(Signature)

Date: 8/1/2019