



**State of Rhode Island  
Department of Administration / Division of Purchases  
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**RFI # 7465369  
Digital License Plate Production System- RI DMV  
June 7, 2013**

<b>ADDENDUM # 1</b>
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**SUBMISSION DEADLINE: Friday, June 21, 2013 at 2:00 PM EDT**

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**Notice to Vendors:**

**ATTACHED ARE THE QUESTIONS RECEIVED BY THE DEADLINE OF MAY 24, 2013 WITH RESPONSES. NO FURTHER QUESTIONS WILL BE ANSWERED.**

**George Welly  
Interdepartmental Project Manager**

*Interested parties should monitor this website, on a regular basis, for any additional information that may be posted.*

**Vendor Questions for RFI # 7465369**  
**Digital Plates, RI DMV**

Question 1: p. 5 - Rhode Island License Plate Issuance – Background, The RFI states, “Pursuant to R.I.G.L. § 31-3-33, a general plate reissuance is required every ten years.” Please identify Rhode Island’s plans and estimated time frame for the next general plate issuance.

Answer to question 1: Currently the law indicates that a general reissuance is required in September 2013. An amendment to this law has been submitted to the state legislature changing the reissuance date to September 2015. That legislation is still pending. The DMV plans to phase in the reissuance over a two year period to coincide with vehicle renewals.

Question 2: p. 5 – Current License Plate Production Process, The RFI states, “Last year, one hundred fifty-one thousand four hundred fifty-nine (151,459) license plates were produced.” Please clarify if this refers to single plates or pairs of plates.

Answer to question 2: This number refers to pairs of plates.

Question 3: Please provide detail on the number of different graphics for both passenger vehicle and motorcycle plates.

Answer to question 3: Motorcycle – Currently motorcycle plates have two versions but we are in the process of adding a third version of the plate.

Passenger – Currently there are fifteen different public graphic plates but there are an estimate five additional plates that may go into production in the next few years. In addition to the various graphics on the background, DMV utilizes stock plate design with different background colors for state, police and state police vehicles. The graphics are the same however the background color is different. In addition there are approximately thirty different seals and emblems that are added to some plates. These include plates for state officers, members of the judiciary and recipients of emeritus plates.

Question 4: Please provide detail on the annual quantity of specialty graphic plates produced for both passenger vehicle and motorcycle.

Answer to question 4: The state produces approximately two-thousand (2000) sets of specialty graphic plates per year.

Question 5: How does DMV currently place orders with RI Correctional Industries i.e. electronic, email, fax?

Answer to question 5: Orders are delivered by hand to Correctional Industries.

Question 6: Please describe DMV's current registration system – architecture, backend (SQL, other), ASP.

Answer to question 6: The machine is an AIX RS6000 UNIX box, the programming language is COBOL and the Database manager is TBAM. RIMS (HP) application is a VB.NET based smart client application with a SQL server database.

Question 7: Please provide detail on the inventory process and system capability in place at: RI DMV Plate Department

Answer to question 7: The DMV utilizes order forms to request plates from Correctional Industries. The forms will list vanity plates, remakes and specialty plates individually. Stock plates are ordered by quantity using the current gap list. Upon receiving the shipment from Correctional Industries, DMV employees check the order against the order sheet submitted by DMV for accuracy. The vanity, remakes and specialty plates are then separated to be sent to the pick up location designated by the customer.

Question 8: Please provide detail on the inventory process and system capability in place at: DMV Branch offices

Answer to question 8: The various branches utilize order forms to request plates from the DMV in Cranston. Stock plates that are sent pursuant to an order form are not individually tracked. Plates for the branches are sent by courier from the DMV in Cranston to the various branches. Plates are delivered twice weekly. DMV keeps a manual log of all vanity plates and remakes that are delivered to the branches.

Question 9: Please provide detail on the inventory process and system capability in place at: AAA & Auto Dealers

Answer to question 9: **AAA** – Vanity plates and remakes that were ordered by AAA customers are grouped together and they are all shipped to a central AAA location. AAA then distributes the plates to the individual branches. DMV keeps a manual log of the specific plates that were sent to AAA and the date they were sent. AAA does not utilize stock plates. **Dealers** – Dealers use order sheets to order various items from the DMV including forms and plates. The order forms will indicate the number of

stock plates that are requested but the actual plate numbers are not recorded. Orders are then picked up by dealers at the DMV in Cranston.

Question 10: Please provide detail on the inventory process and system capability in place at: RI Correctional Industries

Answer to question 10: Correctional Industries maintains an inventory on non-perishable sheeting and aluminum in bulk to ensure enough for DMV orders, we blank (adhere sheeting to aluminum and cut to plate size) the whole sheeting roll when received. We track our orders by receiving RIFANS PO from DMV and adding our internal shop order in FILEMAKER PRO to track status. The order goes to plate shop on paper (3 copies) where it is manufactured, shipped, and billed. (We have been keeping an existing DMV inventory at the Medium Security facility due to lack of storage at DMV).

Aluminum and certain types of sheeting are ordered in bulk, aluminum is less per pound in bulk due to shipping requirements.

Question 11: How many total distribution points (plate issuance) are currently in RI?

At DMV?

Other points?

Answer to question 11: Plates are distributed to the public from thirty-eight (38) locations. DMV maintains five (5) locations. AAA utilizes nine (9) branches for distribution of remakes to their customers. There are also twenty-four (24) automobile dealers that maintain plates for their customers.

Question 12: Sample plates to be provided – Will the state be supplying the graphic for the samples or will the respondent be allowed to provide a plate design representative of their printing capability? If the state will be supplying the graphic, please make all effort to provide high resolution original artwork or a vectorized file in Adobe Illustrator format.

Answer to question 12: Respondent may provide a plate design representative of their printing capability.

Question 13: On page Five (5) of the Solicitation Information the RFI indicates that:-“*a general plate reissuance is required every ten years*” would the State please confirm the date for the next general reissuance, and the usual time period that this would be carried out over?

Answer to question 13: Currently the law indicates that a general reissuance is required in September 2013. An amendment to this law has been submitted to the state legislature changing the reissuance date to September 2015. That legislation is still pending. The DMV plans to phase in the reissuance over a two year period to coincide with vehicle renewals.

Question 14: On page Five (5) of the Solicitation Information the RFI indicates that:-  
"Last year, one hundred fifty-one thousand four hundred fifty-nine (151,459) license plates were produced." Please confirm whether these were pairs of license plates or single license plates?

Answer to question 14: This number refers to pairs of plates.

Question 15: Would the state please provide a historical breakdown of requirements by plate type?

Answer to question 15:

Antique: 1,367, Osprey specialty plate: 93, Wave: 98,000, Sailboat: 690, Mister Potato head: 61, Red Sox: 1,216, New England Patriots: 333, Plum Beach: 892, Veteran: 4,229, Combination: 11,277, Camper: 7,100, Trailer wave: 11,684, Suburban: 3,561, Farm: 655, School Bus: 623, State plates (includes state Police): 714, Motorcycle wave: 6,283, , Motorcycle War Veteran: 544. The balances of the categories are very limited or zero in demand, plus special issues for officials that do not occur every year.

**Note:** (The numbers above represent each set of two plates)

Question 16: Would the state please provide historical shipping volumes to the DMV locations?

Answer to question 16:

Middletown Branch: 11,000

Woonsocket branch: 12,000

Wakefield Branch: 7,000

Westerly Branch: 3,800

Warren Branch: 5,800

AAA Branch: 600 (AAA does not distribute stock plates)

The rest of the annual total are retained and distributed directly to the public from DMV Headquarters on New London Avenue, Cranston.