

**ADDITIONAL MATERIAL  
REGULAR MEETING**

**AUGUST 25, 2022**

**SUBMITTED AT THE REQUEST OF  
FINANCE AND ADMINISTRATIVE  
SERVICES DEPARTMENT**



**Finance and Administrative Services Department**

**RECORDS, TAXES, AND TREASURY DIVISION** • Recording Section

115 S. Andrews Avenue, Room 120 • Fort Lauderdale, Florida 33301 • 954-357-5777 • FAX 954-357-5731

**M E M O R A N D U M**

DATE: August 15, 2022

TO: Broward County Board of County Commissioners

THRU: George Tablack, Chief Financial Officer

FROM: Thomas Kennedy, Director  
Records, Taxes and Treasury Division

SUBJECT: August 25, 2022 – Commission Meeting – Agenda Item No. 46  
Memorandum of Understanding between Broward County and the Florida  
Department of Highway Safety and Motor Vehicles

 Digitally signed by Tom Kennedy  
Date: 2022.08.15 14:56:38 -04'00'

At the request of the Office of the County Attorney, the Board's Consideration of Item No. 46 will be based upon Exhibit 1 as supplemented by the Addendum distributed as Additional Material.

If you should have any questions, please do not hesitate to contact me at (954) 357-5777.

TK/cjg  
Attachment

c: Monica Cepero, County Administrator  
Robert Melton, County Auditor  
Andrew Meyers, County Attorney

**ADDENDUM NO. 01**  
**RENEWAL SERVICES**

THIS ADDENDUM NO. 01, is for the provision of Renewal Services under the terms of the MOU. The Parties agree as follows:

1. The Department has developed a Renewal Eligibility Service (“Service”) that allows a Renewal Vendor to search the database using the same information that is being used today which is an exact match on license plate number and date of birth or PIN.
2. The Department’s Service will return eligible renewal data containing no personal identifiable information that can be used to create the input file for the high-speed renewal process in FRVIS.
3. The Tax Collector may perform the renewal service, or upon providing written notification to the Department, may contract with a Renewal Vendor to provide online renewal services to residents of said Tax Collector’s county.
4. **Renewal Vendors:** The Tax Collector requests that DHSMV authorize Grant Street Group, Inc., its Contracted Renewal Vendor, to have access to the Department’s Renewal Eligibility Service.
  - 4.1. The Renewal Vendor will only be permitted to utilize the Service if the Renewal Vendor enters into a Contract with the Department for that purpose.
  - 4.2. The Tax Collector shall ensure that the Renewal Vendor only uses the Service to verify eligibility for residents of that Tax Collector’s county.
  - 4.3. The Tax Collector shall ensure that the data or other information provided via the Department’s Service shall be used only for the specified purpose of online vehicle registration renewal.
  - 4.4. Any other usage of such data must first be approved by the Department in writing.

**END OF TEXT**