

Technology Requirements

(Revised 12/2014)

Broadband connectivity:

- Must use business class broadband internet connectivity for license office purposes only and shall not share with other businesses or for public use;
- Must provide a minimum of two public routable static IP addresses to be used solely by the driver license equipment provided pursuant to the Drivers License Document System contract (contract number C210037001), state provided equipment, and contractor provided equipment approved for license office transaction processing;
- Must use a broadband modem or router with 4 port integrated switch and routing functions for multiple devices, if available through the Internet Service Provider;
- Shall not use point to point wireless connectivity;
- For single driver license workstation configuration, a minimum broadband connectivity speed of:
 - ✓ 384 kbps upload
 - ✓ 1.5 mb download
- For a multiple DL workstation configuration, a minimum broadband connectivity speed of:
 - ✓ 768 kbps upload
 - ✓ 3 mb download
- Must keep documentation of broadband connectivity information including static IP addresses, usernames, passwords, etc.

LAN Cabling:

- Must provide dedicated cabling to be run from each network device to a centralized location;
- Must use Cat 5 Ethernet or above cabling;
- All network connectivity devices (internet provider modem or router and State provided router) must reside within 2 feet of each other;
- Hubs, switches, routers, etc. must not exist in the cabled connection between the driver license equipment provided pursuant to the Drivers License Document System contract (contract number C210037001) or state provided or contractor provided equipment and the state provided network equipment;
- Network cabling must follow industry standard guidelines and local code regulations; and
- Must provide one permanent cabled network connection to the state agency's network in a suitable non-public location for use by State of Missouri staff.

Driver License Requirements - Equipment Provided Pursuant to the Drivers License Document System Contract (contract number C210037001):

- Dedicated 20 AMP power circuit within 4 foot of the installation site. Must have a minimum of 2 available plugs;
- Distance from the installation location of the camera to the area of the backdrop is a minimum of 78" which will allow for a 60" clearance from front of camera lens to front of the subject;
- Height of camera counter shall allow for camera lens to be 48" to 55" from floor;

- Cat 5 Ethernet connection is required to be within 15' of computer cabinet or table;
- CPU shall be placed on table or counter or housed on a shelf enclosure that allows for adequate air movement in and around CPU case. CPU shall not be placed on the floor or in an enclosed housing without ventilation;
- All hardware must be installed on stable secure counters or tables. No part of the hardware components shall extend past the surface of counters or tables that are used to house the operating equipment. Hardware shall be installed with all cords protected from traffic ways and subject to interference by customers; and
- Camera to backdrop area shall not be a common foot traffic area.

Miscellaneous:

- State provided network equipment:
 - ✓ Must not be accessible to the public;
 - ✓ Must not exist in an area where it can be kicked, bumped, spilled upon, or otherwise damaged;
 - ✓ Must be located in a space of at least 2ft X 2ft X 2ft with adequate ventilation;
 - ✓ Must be visible and openly available for routine maintenance with no physical obstructions within 1 foot of the equipment;
 - ✓ Must be connected to a surge protector;
 - ✓ Must reside within the following environmental conditions:
 - (1) Temperature: 32 to 104°F (0 to 40°C);
 - (2) Relative humidity: 10 to 90 percent, non-condensing;
 - (3) Altitude: 0 to 6500 feet (2000 m);
 - (4) Shock: 250 G, < 2 ms; and
 - (5) Vibration: 0.41 Grms² (3-500 Hz) random input;
 - ✓ Should reside in a closet;
 - ✓ Should be on a surface that can support the mounting of the equipment to the surface and should be mounted in one of the 2 following fashions:
 - (1) mounting of the state provided network equipment to plywood sheeting that is securely mounted to a wall or
 - (2) mounted in a 19 inch equipment rack.
- Must provide the state agency with an office wiring diagram depicting office furniture, counter space, walls, doors, LAN cabling, power outlets to driver license equipment provided pursuant to the Drivers License Document System contract (contract number C210037001) and state provided equipment within 30 days of office opening;
- Must provide dedicated single socket electrical receptacle for networking equipment;
- Must only connect driver license equipment provided pursuant to the Drivers License Document System contract (contract number C210037001) and state provided or state approved equipment to the State of Missouri provided firewall or router;
- Must not connect a personal computer or computing device to driver license equipment provided pursuant to the Drivers License Document System contract (contract number C210037001) or any state provided equipment without prior written approval from the state agency or authorized designee of the state agency;

- Must purchase software or equipment upgrades for contractor provided equipment when required by the state agency;
- Must not access or install any data or software on any state provided computer or contractor provided computer without the express written consent of the state agency and must not permit any software, data, or information to be downloaded or used in any manner inconsistent with the contract;
- Must not power cycle, modify cabling to, or otherwise tamper with the state provided router without prior approval from State of Missouri staff;
- Must agree that only driver license equipment provided pursuant to the Drivers License Document System contract (contract number C210037001), state provided equipment, and contractor provided equipment approved for license office transaction processing shall be used to process, access, or store state agency information unless otherwise authorized by the state agency. Whenever the State desires, all equipment, whether driver license equipment provided pursuant to the Drivers License Document System contract (contract number C210037001), state provided equipment, or contractor provided, shall be subject to inspection and monitoring, both remotely or in person, to ensure compliance with the contract, state and federal laws, and state agency procedures and requirements. As part of such inspection, the state may check all software and data, copy any software or data, and/or remove all non-conforming software or data; and
- Must agree that any non-State of Missouri equipment connected directly to the internet provider modem or router will not be supported by State of Missouri staff, or failures resulting from this equipment.

Definitions:

- State Provided Equipment – Includes:
 - Router;
 - Equipment to process motor vehicle transactions: Titling and Registration Intranet Processing System (TRIPS) computers; TRIPS printers, and optional TRIPS barcode readers; and
 - Equipment used when processing driver and nondriver license transactions: Vision machines, magnifying glasses, hand-held black lights, and void punches.
 - Fax machines are not provided.
- Driver License Equipment Provided pursuant to the Drivers License Document System contract (Contract Number C210037001) - Includes equipment to process driver and nondriver license transactions: Cameras, signature tablets, computers, document scanners, and paper printers.

Relocation:

- If relocation is approved by the state agency, the contractor is responsible for moving all equipment, excluding driver license equipment, which shall be moved by the Department of Revenue's designee.