

MICHAEL L. PARSON  
GOVERNOR



WAYNE WALLINGFORD  
DIRECTOR OF REVENUE

KENNETH STRUEMPH  
DIVISION DIRECTOR

MISSOURI DEPARTMENT OF REVENUE  
MOTOR VEHICLE AND DRIVER LICENSING DIVISION  
POST OFFICE BOX 629  
JEFFERSON CITY, MO 65105-0629  
PHONE: (573) 526-1827/FAX: (573) 526-4774  
WEBSITE: [www.dor.mo.gov](http://www.dor.mo.gov)

May 11, 2023

Vendor: SEMO Tags, LLC  
1515 E Malone Ave  
Sikeston, MO 63801  
(573) 471-0466

Point of Contact: Terry Cole  
(573) 380-4113

Re: Marble Hill License Office, Protest of Award for RFPDOR230055

Dear Mr. Cole:

The Department of Revenue ("Department") received your protest letter dated May 6, 2023, on behalf of SEMO Tags, LLC ("SEMO Tags"), challenging the above-referenced award to Marian R Hutchings ("Hutchings"). The Department has reviewed your protest pursuant to the authority granted by the Special Delegation of Authority ("SDA537"), executed with the Office of Administration, Division of Purchasing (the "Division"), on December 1, 2021, as well as 1 CSR 40-1.050(12), and considered the information and arguments presented therein. After having done so, the Department denies SEMO Tags' protest. Pursuant to SDA537 and 1 CSR 40-1.050(12), the Department will take no further action.

#### **Findings of Fact**

- 1) On March 22, 2023, in accordance with SDA537, the Department of Revenue ("DOR") issued RFPDOR230055 (the "MHLO RFP"), a request for proposal ("RFP") to provide license office services in and around Marble Hill, Missouri;
- 2) On April 4, 2023, the MHLO RFP closed;
- 3) SEMO Tags and Hutchings submitted proposals for the MHLO RFP;
- 4) On April 25, 2023, after evaluation, the MHLO RFP was awarded to Hutchings with a total score of 152.31 points, SEMO Tags came in second with a total score of 135.50 points;
- 5) On May 6, 2023, SEMO Tags, filed a timely protest alleging the following:

Point I: The Department improperly awarded Hutchings 152.31 points for their submitted MHLO RFP proposal – Hutchings's proposal should have been deemed unresponsive for failing to include Exhibit D and Exhibit F.

Point II: Clarification of Hutchings's proposal on Section B-6A Contract License Office Manager regarding whether "Madeleine Hutchings (Lincoln or Kinder)" is one individual or multiple individuals. If multiple individuals, the proposal should be deemed unresponsive.

**Analysis**

**Point I: The Department improperly awarded Hutchings 152.31 points – Hutchings's proposal should have been deemed unresponsive for failing to include Exhibit D and Exhibit F.**

SEMO Tags first alleges the Department improperly awarded Hutchings 152.31 points and should have instead deemed Hutchings's MHLO RFP proposal unresponsive for failing to submit Exhibit D and Exhibit F.

After further verification by the Department, it appears Hutchings did submit Exhibit D and Exhibit F with their proposal, although the exhibits were not publicly posted at the time of award. Hutchings's Exhibit D and Exhibit F for their MHLO RFP proposal have now been posted publicly.

Point I of SEMO Tags' protest is denied.

**Point II: Clarification of Hutchings's proposal on Section B-6A Contract License Office Manager regarding whether "Madeleine Hutchings (Lincoln or Kinder)" is one individual or multiple individuals. If multiple individuals, the proposal should be deemed unresponsive.**

SEMO Tags next asks for clarification on Hutchings's submitted MHLO RFP proposal, specifically on Hutchings's response to Section B-6A - Contract License Office Manager. SEMO Tags alleges if "Madeleine Hutchings (Lincoln or Kinder)" are separate individuals, then Hutchings's proposal must be deemed unresponsive.

Department records indicate Madeleine Hutchings, Madeleine Lincoln, and Madeleine Kinder are all one and the same individual.

Point II of SEMO Tags' protest is denied.

**Conclusion**

For the reasons set forth above, the Department finds that SEMO Tags, LLC's protest fails to establish a basis for cancellation of the Division's award of RFPSDOR230055 to Marian R Hutchings. Therefore, SEMO Tags, LLC's protest is denied. Pursuant to 1 CSR 40-1.050(12), the Department will take no further action on SEMO Tags' protest.

Sincerely,



Ken Struemp, Director  
Motor Vehicle and Driver Licensing Division