

# Executive Office of Public Safety and Security

Purchase Order for Supplies or Services

## Institution /Division

Office of Technology and Information Services

FY 2015

Purchase Order Number

2015LANTCU06CLAB1096

<b>Vendor Information</b> <b>Vendor Name:</b> LAN TEL COMMUNICATIONS INC <input type="checkbox"/> SOWMBA 1400 Boston Providence Turnpike #2 <input type="checkbox"/> SB Norwood MA 02062-5044 <b>Sales Rep:</b> Steve Mahon <b>Phone:</b> [REDACTED] <b>E-mail:</b> [REDACTED] <b>Vendor Code:</b> VC6000177274 <b>Contract #:</b> ITC54, FAC64		<b>Additional Information</b> <b>Quote Number:</b> ITC54-0218 <b>Requested Delivery Date:</b> <b>Direct Questions To:</b> [REDACTED] <b>Warranty/Support Information</b> <b>Warranty Term:</b> <b>Est. Warranty End Date:</b> <b>Maintenance/Support Start:</b> <b>Maintenance/Support End:</b>		<b>Requestor Information</b> <b>Requestor Name:</b> Katherine West <b>Agency/Location:</b> Crime Lab - Forensic & Technology Center 124 Acton Street Maynard MA 01754 <b>Email:</b> [REDACTED] <b>Phone:</b> [REDACTED]																									
<b>Shipping Information</b> <b>Ship To:</b> Crime Lab - Forensic & Technology Center 124 Acton Street Maynard MA 01754 <b>Attn:</b> Luis Bauer <b>Email:</b> [REDACTED] <b>Phone:</b> [REDACTED] <b>Delivery Instructions:</b>		<b>Other Requirements</b> <input type="checkbox"/> Standard Contract Form <input type="checkbox"/> Statement of Work <input type="checkbox"/> OSD Approval <input type="checkbox"/> Lease Quote Form and IT Asset Listing <input type="checkbox"/> Employee Representation Form <input type="checkbox"/> Employee Certification Form																											
<b>Coding Information</b> <b>Object Code:</b> U06 IT CABLING <b>Category:</b> CINP Core Infrastructure <b>Sub Category:</b> NCOM Network Communications <b>Unit / Financial:</b> CLAB																													
<b>Funding Information</b> <table border="1"> <thead> <tr> <th>Account Appropriation</th> <th>Account Type</th> <th>Chargeback</th> <th>Encumber by Bill To</th> <th>Major Program Code</th> <th>Program Code</th> <th>SubUnit Code</th> <th>Activity Code</th> </tr> </thead> <tbody> <tr> <td>[REDACTED]</td> <td>[REDACTED]</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>						Account Appropriation	Account Type	Chargeback	Encumber by Bill To	Major Program Code	Program Code	SubUnit Code	Activity Code	[REDACTED]	[REDACTED]	<input checked="" type="checkbox"/>	<input type="checkbox"/>												
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OTIS Authorization: Ron Blair  
Fiscal Authorization: Chantal Mont-Louis

Verified Date: 10/28/2014  
Approved Date: 10/30/2014



LAN-TEL Communications, Inc.  
1400 Providence Highway  
Building #2, Suite 2000  
Norwood, MA 02062  
Phone: 781.551.8599  
Fax: 781.551.8667  
www.lan-tel.com

Date: October 28, 2014  
Proposal # ITC54-0218  
Submitted To: EOPSS  
Name: Luis Bauer  
Street: 124 Acton Road  
City: Maynard,  
State: MA.

Work To Be Performed At:  
Location: State lab  
Street: 124 Acton Road  
City: Maynard,  
State: MA.

P: [REDACTED]  
C: [REDACTED]

Luis,

Lan-Tel Communications is pleased to offer the following price of \$11,978.23 for your review. Information was obtained through our site visit Wednesday July 16, 2014.

Scope of work:

Install (18) Dual category 6 AP locations. (Total 36 cables)  
Install (6) Single category 6 AT (Air Tight) locations. (Total 6 cables)  
All locations will be installed and terminated above the ceiling tiles.  
All cables will be Orange category 6, plenum rated and all RJ45 jacks will be Orange in color.  
Locations to be spread out over all (3) floors per the drawing provided.  
At each of the (3) IDF's (includes the new one on the first floor) and (1) server room. We will supply and install a 24 port cat 6 patch panel with orange category 6 jacks. (Total of 4 patch panels)  
Install customer provided AP and AT units. LAN-TEL will document serial numbers for future software (Units to be programmed by others)  
This quote includes a return visit to finish up the AP & AT's that are located in the first floor area that is currently under construction. (Date TBD)  
All work to be completed during normal working hours Monday – Friday.

Material \$5,178.23

Labor (Lead technician 80 hours \$85.00) \$6,800.00

Thank you for your interest in our company and its services. If you or your any of your associates have any questions or concerns, please contact me at 781-352-4638.



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1400 Providence Highway  
Building #2, Suite 2000  
Norwood, MA 02062  
Phone: 781.551.8599  
Fax: 781.551.8667  
[www.lan-tel.com](http://www.lan-tel.com)

Sincerely,

*Steven Mahon*

Steven Mahon RCDD  
Operations  
LAN-TEL Communications.

**Clarifications:**

1. Work to be performed during normal business hours (7am – 4:30pm)
2. Free and clear access to all areas.
3. Cross-connects to the voice PBX to be done by others.

## WEEKLY PAYROLL RECORDS REPORT & STATEMENT OF COMPLIANCE

In accordance with Massachusetts General Law c. 149, §27B, a true and accurate record must be kept of all persons employed on the public works project for which the enclosed rates have been provided. A Payroll Form is available from the Department of Labor Standards (DLS) at [www.mass.gov/dols/pw](http://www.mass.gov/dols/pw) and includes all the information required to be kept by law. Every contractor or subcontractor is required to keep these records and preserve them for a period of three years from the date of completion of the contract.

On a weekly basis, every contractor and subcontractor is required to submit a certified copy of their weekly payroll records to the awarding authority; this includes the payroll forms and the Statement of Compliance form. The certified payroll records must be submitted either by regular mail or by e-mail to the awarding authority. Once collected, the awarding authority is required to preserve those records for three years from the date of completion of the project.

Each such contractor and subcontractor shall furnish weekly and within 15 days after completion of its portion of the work, to the awarding authority directly by first-class mail or e-mail, a statement, executed by the contractor, subcontractor or by any authorized officer thereof who supervised the payment of wages, this form, accompanied by their payroll:

### STATEMENT OF COMPLIANCE

\_\_\_\_\_, 20\_\_\_\_

I, \_\_\_\_\_,  
(Name of signatory party) (Title)

do hereby state:

That I pay or supervise the payment of the persons employed by

\_\_\_\_\_ on the \_\_\_\_\_  
(Contractor, subcontractor or public body) (Building or project)

and that all mechanics and apprentices, teamsters, chauffeurs and laborers employed on said project have been paid in accordance with wages determined under the provisions of sections twenty-six and twenty-seven of chapter one hundred and forty nine of the General Laws.

Signature \_\_\_\_\_

Title \_\_\_\_\_

## MASSACHUSETTS WEEKLY CERTIFIED PAYROLL REPORT FORM

[illegible]

Are all apprentice employees identified above currently registered with the MA DLS's Division of Apprentice Standards?

For all apprentices performing work during the reporting period, attach a copy of the apprentice identification card issued by the Massachusetts Department of Labor Standards / Division of Apprentice Standards.

**NOTE:** Pursuant to MGL c. 149, s. 27B, every contractor and subcontractor is required to submit a **true and accurate** copy of their certified weekly payroll records to the awarding authority by first-class mail or e-mail. In addition, each weekly payroll must be accompanied by a statement of compliance signed by the employer. Failure to comply may result in the commencement of a criminal action or the issuance of a civil citation.

Date Received by Awarding Authority



Rec'd  
12/23/14

## LAN-TEL Communications, Inc.

1400 Providence Hwy  
Suite 2000  
Norwood, MA 02062  
(781)551-8599

# Invoice

Date: 12/18/2014  
Invoice No.: 11513

Bill to: EXEC OFF OF PUBLIC SAFETY & SECURITY  
ONE ASHBURTON PLACE  
ROOM 2133  
ATTN: CHANTAL MONT-LOUIS  
BOSTON, MA 02108

Service at: EXEC OFF OF PUBLIC SAFETY & SECURITY  
MAYNARD CRIME LAB  
124 ACTON STREET  
MAYNARD, MA 01754

Customer ID: EOPSSMA

Description: Work Order 17640 3 - Installation

Reference: Work Order 17640

Terms:

PO Number: CU06CLAB1C

Item	Description	Quantity	Unit Price	Amount
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REFERENCE PO #2015LANTCU06CLAB1096  
CONTACT LOUIS BAUER

INSTALL 18 DUAL AP AND 6 SINGLE AT CAT 6  
LOCATIONS

TOTAL INVOICE = \$11,978.23

# 1096

Subtotal:	11,978.23
Sales Tax:	0.00
Total Due:	11,978.23