

Project Number(s)

Encumbrance Document ID			
Trans	Dept	Unit	Identification Number
CT	DOT	0287	INTF00X02016J0090042

681

10/29/2018

**Funding Source**

Capital       Tolls Capital       Tolls General       Federal Grant   
 Operating       Tolls Operating       Expendable Trust

Approp No	Obj	Unit	Activity	Program	Phase	N/P	Amount Allocated
67201307	U11	IR03	009N	IT18120021	P11		\$28,200.00
							\$28,200.00

**Obligation By Fiscal Year for Multi-Year Contracts**

	67201307	Total
2019	\$28,200.00	\$28,200.00
<b>MMARS Total</b>	\$28,200.00	\$28,200.00

Reason for Request: Re-Cabling RMV DLID WS

Contract #: 90042

Cost Reduction %:

Vendor ID & Address Code: VC6000183131 AD001

Current Year Savings:

Vendor Name: MORPHOTRUST USA, LLC

Contract Location:

Contract Description: Morpho Trust Drivers License Production

Report Notes:

Recommended by:  10/30/18  
(Signature / Date)

Approved by:  10/20/18  
(Signature / Date)

**Completed by the Budget Office:**

Expense Budget Entered By: \_\_\_\_\_ Approved by: \_\_\_\_\_  
(Signature / Date) (Operating) (Signature / Date)

**Completed by the FAPRO (Applies to Capital only):**

Approved by: \_\_\_\_\_  
(Signature / Date)





Document Name	MORPHO TRUST DRIVERS LICENSE PRODUCTION			[2086183]
Document Description	Re-Cabling RMV DLID WS			
Code		Dept	Unit	Document Identifier
CT	DOT	0287		INTF00X02016J0090042
Action		Code	Department	Identification Number
Mod		MA		
Vendor Line				
<b>Header / Vendor Information</b>				
Budget FY:	2019	Document Total:		
Fiscal Year:	2019	Vendor Name:	MORPHOTRUST USA, LLC	
Period:	4	Vendor Address:	6840 CAROTHERS PKWY STE 650	City: FRANKLIN State: TN
Board Award:	0090042	Vendor/Customer No.:	VC6000183131	
Requester ID:	dotabz	Address Code	ADD01	
Report Note:		Comment:		

Line #1 - Commodity Information					
Commodity Code	821300000000	List Price		Description	
Line Type	Service	Unit Price		Contract Amount	Commodity Ref Line 0
Quantity		Service From	08/20/2015	Action (Inc/Dec)	
Unit of Measure		Service To	10/23/2021	Inc/Dec Amount	\$28,200.00
<b>Line #44 - Accounting Information</b>					
Event Type	PR05	Budget FY	2019	Unit	IR03
Line Amount	1 \$28,200.00	Fiscal Year	2019	Object	U11
Dept	DOT	Period	4	Appropriation	67201307
Line Description	Re-Cabling RMV DLID WS	Quote#	FQ20180926MA11	Dept Object	Function
Major Program		Location		Phase	P11
Program Period		Activity			009N

TO THE COMPTROLLER OF THE COMMONWEALTH OF MASSACHUSETTS  
I hereby certify under the penalties of perjury that all laws of the Commonwealth governing disbursements of public funds and the regulations thereof have been complied with and observed.

Print Name: John Cadorette Signed: Title: *MA*

Print Name: William Yee Signed: Title: IT Finance Manager

Prepared by: Title: *MA*

Authorized Signatory:

FOR FISCAL USE ONLY			
Entered By:	(Initial)	Date:	Verified By:
			(Initial)
		Date:	Date:









COMMONWEALTH OF MASSACHUSETTS  
 MASSACHUSETTS DEPARTMENT OF TRANSPORTATION  
 PURCHASE ORDER  
 FOR COMMODITIES AND/OR SERVICES

*Amendment  
 Increase  
 DLID Cabling 48*

COMMODITY/EQUIPMENT  SERVICE

THIS PURCHASE ORDER CONFIRMS AN ORDER THAT WAS PREVIOUSLY PLACED. PLEASE DO NOT DUPLICATE.

*Purchase Order Issue Date:	*Purchase Order Number: <b>CTDOT028719090042</b>	
	Contract Number: 90042	
Contract Start Date: 8/20/2015	Contract End Date: 10/23/2021	Reference MA or Contract: RFR

**Vendor Information**

*Name: MorphoTrust USA LLC	Contact Person: John Corson
*Address: 6840 Carothers Pkwy, Ste 650	Telephone: 678 575-1586
*City, State, Zip Code: Franklin, TN 37067	Fax:
	Email: jcorson@morphotrust.com
	Quote Number (if applicable): FQ20180926MA11

**Department Information**

RMV DLID Workstations - see attached locations	*Bill to Department Name: MassDOT - IT
PO Contact: John Cadorette	*Contact Person: Antonia Pires
Email: john.cadorette@state.ma.us	*Address: 10 Park Plaza, Room 8150
Contract Manager: Sarah Zaphiris, Deputy Registrar	*City, State, Zip Code: Boston, MA 02116
Email: sarah.zaphiris@massmail.state.ma.us	Telephone: 857-368-9897
	Email: antonia.pires@state.ma.us
	Prompt Payment Discount (Terms & %):

**Instructions to the Vendor:**

- The vendor's invoice must include the following minimum information: Purchase order number, quantity and description of item(s) shipped, unit of measure, unit price, total dollar amount of any discount, total price and the vendor's invoice number.
- The purchase order number must appear on the vendor's packing list.
- See attached specifications, if any, related to this purchase order. If this purchase order is for services, please see the section entitled Engagement of Services below. Additional specifications are not necessary if the details of the performance are covered in the contract.
- Vendor assumes risk of loss for commodities in transit. All commodities are subject to inspection upon delivery. Commodities delivered after the Requested Delivery Date above may be rejected. Rejected commodities will be returned at the vendor's expense.

\* Engagement of Services (may be required for services): If this Purchase Order is for the provision of services which have been negotiated with the vendor, provide a brief description here of those services (attach detailed specifications, if appropriate) Also, include the dates of service the number of hours and the hourly rates associated with this engagement. The vendor must sign this form for the engagement of services. Note: This form or additional specifications are not required if the RFR and contract contain all of the required Purchase Order information.

Line #	Vendor Item Number	Item Description	Unit of Measure	Quantity	Unit Price	Subtotal (Quantity x Unit Price)	** Discount	Total Price (Subtotal minus Discount)
1	SEE ATTACHED							
2								
3								

<p><b>Department Approval</b></p> <p>Signature: <u>X [Signature]</u></p> <p>*Printed Name: William Yee, IT Finance Manager</p> <p>*Date: 10/23/16</p>	<p><b>Subtotal:</b></p> <p>Shipping and Handling: 0.00</p> <p><b>Total Order Amount: \$28,200.00</b></p> <p><i>Increase</i></p>
<p>* Vendor Approval (only required for the Engagement of Services)</p> <p>Signature: <u>X [Signature]</u></p> <p>*Printed Name: Pierre Chabussant</p> <p>*Date: 10/26/2017</p>	

*515  
 Here*

\* Indicates required field. \*\* Discount includes any Prompt Payment Discounts.





September 28, 2018

Ms. Sarah Zaphiris  
Deputy Registrar for Operations  
Registry of Motor Vehicles  
25 Newport Avenue Extension  
Quincy, MA 02171

Subject: Quotation Reference Number FQ20180926MA11

Dear Ms. Zaphiris:

IDEMIA is pleased to work with the Massachusetts Registry of Motor Vehicles (MA RMV) to complete the cable management enhancement project that was started and stopped in the spring of this year. As you know, during the implementation of the current DL program, IDEMIA was not permitted to install the proper cable management system, forcing the use of double-sided tape and Velcro as substitutes. This solution proved to be temporary and requires return visits to secure the cables.

**DESCRIPTION OF GOODS AND SERVICES:**

While each office provides unique challenges, the pictures below illustrate the intent for each office workstation to appear when completed.



**BEFORE**



**AFTER**

In order properly secure the cables, IDEMIA will require permission to screw the cable management devices into the RMV workstation locations.

IDEMIA has provided a guide to our installers, and they will follow the general steps to ensure consistency where possible. A copy of this yet-to-be finalized guide has been forwarded to the RMV as a separate document. Idemia will complete the guide and provide a finalized copy when available.

| > > > >

**PHASED APPROACH:**

Working together, the MA RMV and IDEMIA have devised a phased approach to this project to ensure minimal disruption while completing the offices that have the most need for the cable management to be put in place. We have prioritized by location and recommend the plan shown in the table above. A combination of Idemia staff and staff from our partner, FORM 10, will perform these tasks on or about the dates shown.

Location	Tier	DL/ID Stations	Subjective Assessment of Current Cable Management (1=Perfect, 5=Needs Significant Work)	Comments	Target Date
Roslindale	1	5	5	High Priority	15-Oct
Braintree	1	14	4	High Priority	16-Oct, 17-Oct
Revere	1	12	4	High Priority	18-Oct, 19-Oct
Martha's Vineyard	1	2	4	High Priority	18-Oct
Nantucket	1	2	4	High Priority	19-Oct
Natick	2	2	3	Medium Priority	22-Oct
Attleboro	2	3	3	Medium Priority	22-Oct
South Yarmouth	2	10	3	Medium Priority	23-Oct, 24-Oct
Worcester	2	13	3	Medium Priority	25-Oct, 26-Oct
Southbridge	2	4	3	Medium Priority	29-Oct
Greenfield	3	3	2	Lower Priority	30-Oct
Lawrence	3	12	2	Lower Priority	31-Oct, 1-Nov
Lowell	3	9	2	Lower Priority	2-Nov, 5-Nov
Chicopee	2	4	3	Medium Priority	6-Nov
Milford	3	9	2	Lower Priority	6-Nov, 7-Nov
Easthampton	2	6	3	Medium Priority	7-Nov, 8-Nov
North Adams	2	2	3	Medium Priority	8-Nov
Springfield	3	16	2	Lower Priority	8-Nov, 9-Nov
Pittsfield	2	4	3	Medium Priority	12-Nov
New Bedford	3	9	2	Lower Priority	12-Nov

In order to complete these tasks, a minimum of one workstation at a time must be made available to IDEMIA staff to complete this work during business hours. Each workstation requires 2 to 2.5 hours to complete.

**ASSUMPTIONS:**

- RMV will make a minimum of one workstation (at a time) available to IDEMIA staff during normal business hours.
- All work associated with this quotation will take place during normal business hours.
- IDEMIA will be permitted to physically screw in the cable management devices to the RMV workstation desks as prescribed.
- The terms and conditions associated with contract #90042 will apply to this change order.

IDEMIA looks forward to working with the MA RMV on this important initiative. Please feel free to contact me with any questions you may have.

Sincerely,



John Corson  
Client Executive  
Idemia Identity & Security, N.A.  
296 Concord Road Suite 300  
Billerica, MA 01821  
518-956-0347  
[icorson@us.idemia.com](mailto:icorson@us.idemia.com)

| ) ) ) )

**FIRM FIXED PRICE QUOTATION**

**Date:** September 28, 2018  
**Quote No:** FQ20180926MA11  
**Valid Through:** 60 days from date above  
**Payment Terms:** Per contract terms  
**Delivery:** Within 30 days of receipt of purchase order

**To:**  
 Sarah Zaphiris  
 Deputy Registrar for Operations  
 Registry of Motor Vehicles  
 25 Newport Avenue Extension  
 Quincy, MA 02171

**From:**  
 John Corson  
 Client Executive  
 Idemia Identify & Security, N.A.  
 296 Concord Road Suite 300  
 Billerica, MA 01821

Service	Quantity	Unit Price	Total
Re-cabling MA RMV workstations	141	\$200.00	\$28,200.00
<b>Total</b>			<b>\$28,200.00</b>

**Pricing notes:**

- The unit price listed above is a one-time offer that reflects the economies of scale obtained from working at 20 sites with 141 workstations. Future requests for the same service may be quoted at a different rate.
- All work associated with this quotation will take place during normal business hours.

**Please note we no longer accept signed offer letters as official authorization to begin work. We are only able to begin work on this project upon receipt of a purchase order.**

| ) > > >