

Project Number(s)

Encumbrance Document ID			
Trans	Dept	Unit	Identification Number
PC	DOT	0287	INTF00002018M0103179

681

3/23/2018

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
64201317	U07	IR01		RMV1709			\$136,718.00
							\$136,718.00

Obligation By Fiscal Year for Multi-Year Contracts

	64201317	Total
2018	\$136,718.00	\$136,718.00
MMARS Total	\$136,718.00	\$136,718.00

Reason for Request: Increase \$136k for 25 ATS Test Stations

Contract #: 103179 Cost Reduction %: _____
 Vendor ID & Adress Code: VC6000183131 AD001 Current Year Savings: _____
 Vendor Name: MORPHOTRUST USA, LLC
 Contract Location: _____
 Contract Description: Driver Licensing Workstations and ALL Commodities related to DLD/ID RMV Contract# 90042
 Report Notes:

Recommended by: [Signature] 3/23/18
 (Signature / Date)

Approved by: [Signature] 3/23/18
 (Signature / Date)

Completed by the Budget Office:
 Expense Budget Entered By: _____ Approved by: _____
 (Signature / Date) (Signature / Date)

Completed by the FAPRO (Applies to Capital only):
 Approved by: _____
 (Signature / Date)



Commonwealth of Massachusetts Office of the Comptroller
Purchase Commodity Encumbrance Form

Document Name: DLD/ID RMV #90042 HARDWARE/SOFTWARE [1989150]

Document Description: Increase \$136k for 25 ATS Test Stations

Document I.D.

Code	Dept	Unit	Document Identifier	Action	Code	Department	Identification Number	Vendor Line
PC	DOT	0287	INTF00002018M0103179	Mod	MA			

Header / Vendor Information

Budget FY	2018	Document Total	
Fiscal Year	2018	Vendor Name	MORPHOTRUST USA, LLC
Period	9	Vendor Address	6940 CAROTHERS PKWY STE 650 City: FRANKLIN State: TN
Board Awards	0103179	Vendor/Customer No.	VC6000183131
Requester ID	dotabz	Address Code	ADD001
Report Note		Comment	

Line #1 - Commodity Information

Commodity Code	List Price	Description	Information Technology System
80117130000	\$1.00		
Line Type	Item	Unit Price	Action (Incl/Dec) 1
Quantity	77480 00000	Service From	07/01/2017
Unit of Measure	EA	Service To	10/23/2021
		Incl/Dec Amount	\$136,718.00
		Shipping Location	DOT050
		Billing Location	DOT015

Line #2 - Accounting Information

Event Type	Unit	IR01	Budget FY	2018	Dept	DOT
Line Amount	1	\$136,718.00	Appropriation	64201317	Fiscal Year	2018
Line Description		Increase \$136k for 25 ATS Test Stations			Object	U07
Program + Phase		RMV1709	Activity		Period	9
			Dept Object		Function	15519

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: William Yee Signed: [Signature]
Print Name: John Celeste Signed: [Signature]

Prepared by: [Signature]
Authorized Signatory

FOR FISCAL USE ONLY

Entered By: _____ Date: _____ Verified By: _____ Date: _____
(Initial) (Initial)

Title: MA Phone Ext.: 996 Date: 3/23/18
Title: IT Finance Mgr Phone Ext.: 9511 Date: 3/23/18



IT PURCHASE REQUEST FORM

Requestor: Debbie Bayne

Bill Morrish
(List any other person(s) to inform status of request via email)

Phone/Location: 857-368-9332

File Number 12453
Initials and Date DB 3/23/18
Contract/Project Info # 10379
CommBIDS Bid #

Category (from drop down list)	DESCRIPTION OF SPEND	Coverage / Service dates (licenses, annual maint support, SOW)	Make / Model	Quantity	Unit Cost (in dollars)	Total Cost (in dollars)	In Fiscal Budget	In Forecast	Innotas Project/ Number	Project Name	Funding Source/Unit
Hardware	ATS Test Station		Levano m810 with headphones and Adapter splitter	25	\$3,064.00	\$76,600	Yes	No	15519	RMV Moves/Operations	RMV Capital Budget
Software	Examiner License (for new testing sites (Haverhill and Danvers))			2	\$2,500.00	\$5,000	No	No	15519	RMV Moves/Operations	RMV Capital Budget
Prof Svcs	Labor to install			1	\$33,549.50	\$33,550	No	No	15519	RMV Moves/Operations	RMV Capital Budget
Maint Svcs	Annual Maintenance @ 287.58/unit/year	3 years		3	\$7,189.50	\$21,569	No	No	15519	RMV Moves/Operations	RMV Capital Budget
						\$0					

- Request is not processed if missing information and without proper authorization below

Hardware	\$76,600
Software	\$5,000
Contractor	
Prof Svcs	\$33,550
Maint Svcs	\$21,569
Other	
Total IT Request	\$136,718

U07 Equipment
U03 Software licenses, annual fees
U05 Hourly paid staff augmentation
U11 Services paid on a per deliverable/task order basis
U10 Equipment integration & service and annual maintenance support
Other:

BUSINESS JUSTIFICATION

Description: Purchase an additional 25 ATS (Permit License machines). See the attached Quote from Idemia (Morpho Trust) to the RMV. (approved by Sarah Zaphris, RMV Chief Administrative Officer on 12/8/17) Quote Reference # FQ20171016MA13

Reason: As our RMV Service Centers are moved and expanded, additional licensing stations are being offered. Haverhill and Danvers currently have no ATS permit machines and when those locations move and open, they will offer our customers the ability to take permit tests at those Service Centers.

Benefit: Improved customer service and convenience.

Requestor Debra D Bayne

Signature

Date 3/22/2018

Business Approver/Manager/Dept Head

IT Director [Signature]

Print Name and Signature - IT Director can approve up to \$5,000

Date 3/23/18

Deputy CIO/ Deputy CTO

IT Finance [Signature]

Signature - Required for all requests

Date 3-27-18

Chief Information Officer

Signature - Required for all requests greater than \$50,000 or issues

6450
1317
PMS
= RMV1709

Bayne, Debra (DOT)

From: Bayne, Debra D (DOT) <debra.bayne@dot.state.ma.us>
Sent: Friday, December 01, 2017 3:56 PM
To: Tibma, Mary (DOT); Lewis, David (DOT); Sheehan, Erin (DOT)
Cc: Bayne, Debra (DOT)
Subject: RE: ATS in Haverhill

Yes, 6 is correct~

From: Tibma, Mary (DOT) [Mary.Tibma@MassMail.State.MA.US]
Sent: Friday, December 01, 2017 2:58 PM
To: Lewis, David I (DOT); Lewis, David I (DOT); Sheehan, Erin (DOT)
Cc: Bayne, Debra D (DOT)
Subject: RE: ATS in Haverhill

I believe that we are currently planning on 6, is that right Debbie?

Mary Tibma
Deputy Registrar
Registry of Motor Vehicles
Tel: 857-368-7958
Cell: 339-225-1896
Mary.Tibma@MassMail.state.ma.us<mailto:Mary.Tibma@MassMail.state.ma.us>
www.massrmv.com<https://urldefense.proofpoint.com/v2/url?u=http-3A__www.massrmv.com_&d=DwIF-g&c=IDF7oMaPKXpkYvev9V-fVahWLOQWnGCCAfCDz1Bns_w&r=2D6qNBYUI8OQ7501xBiCjmT8E4DJXDAISL2ik9V80rQ&m=F7To3HSGokfQ2ECq-sS2RZv5RHi-vWKeaFQLxpSyxtU&s=1dZXIFrhJUBkNKy0qjj3ZDb9-Q9JAeqGyp8WjmfDBmg&e= > Skip the Line – Go Online
[cid:image002.png@01D36AB4.D2482F80]

From: Lewis, David I (DOT) [mailto:david.i.lewis@dot.state.ma.us]
Sent: Friday, December 1, 2017 2:19 PM
To: Tibma, Mary (DOT); Lewis, David I (DOT); Sheehan, Erin (DOT)
Cc: Bayne, Debra D (DOT)
Subject: RE: ATS in Haverhill

That seems reasonable. In 2016 Lawrence did roughly 9k in permits, New Bedford 4500 and Easthampton 4k. I would think the volume in Haverhill would come from Lawrence? But 4-5 would seem reasonable to me.

From: Tibma, Mary (DOT) [mailto:Mary.Tibma@MassMail.State.MA.US]
Sent: Thursday, November 30, 2017 1:56 PM
To: Lewis, David I (DOT) <david.i.lewis@state.ma.us<mailto:david.i.lewis@state.ma.us>>; Sheehan, Erin (DOT) <erin.sheehan@state.ma.us<mailto:erin.sheehan@state.ma.us>>
Cc: Bayne, Debra D (DOT) <debra.bayne@state.ma.us<mailto:debra.bayne@state.ma.us>>
Subject: ATS in Haverhill

David and Erin –

I am reviewing the document that Deb Bayne sent over regarding the number of ATS stations at each Service Center. It appears to me that Service Centers like New Bedford and Easthampton might be the most similar in terms overall volume and they both have 5 stations. With Lowell having 8 stations, Leominster at 10 and Lawrence at 12, it seems that 6 stations for Haverhill might be adequate.

Do you agree? I just want to start making these decisions based on numbers rather than gut.

Mary Tibma

Deputy Registrar

Registry of Motor Vehicles

Tel: 857-368-7958

Cell: 339-225-1896

Mary.Tibma@MassMail.state.ma.us<mailto:Mary.Tibma@MassMail.state.ma.us>

www.massrmv.com<https://urldefense.proofpoint.com/v2/url?u=http-3A__www.massrmv.com_&d=DwIF-g&c=IDF7oMaPKXpkYvev9V-

fVahWLOQWnGCCAfCDz18ns_w&r=2D6qNBYUIBOQ7501xBiCjmT8E4DJXDAISL2ik9V80rQ&m=F7To3HSGokfQ2ECq-

sS2RZv5RHi-vWKeaFQLxpSyxtU&s=1dZXIFrhJUbkNKy0qjj3ZDb9-Q9JAeqGyp8WjmfDBmg&e= > Skip the Line – Go Online
[cid:image002.png@01D36AB4.D2482F80]

RMV ATS Inventory by Service Center

Branch Location	Deployed prior to 7/2017	Deployed July 2017	Deployed October 2017	Deployed November 2017	Notes/Comments
Attleboro	6	6	6	6	
Boston Hay Market	14	14	14	14	
Braintree	8	8	8	8	
Brockton	8	9	9	9	Added +1 in July with Brockton Phase 2
Chicopee	0	0	0	0	
Danvers	0	0	0	0	Service Center Closed – need a count of desired when open
Easthampton	5	5	5	5	
Fall River	8	8	8	8	
Greenfield	4	4	4	4	
Haverhill	0	0	0	0	6 desired March 2018 (+6)
Lawrence	12	12	12	12	
Leominster	5	5	10	10	
Lowell	8	8	8	8	
Martha's Vineyard	2	2	2	2	
Milford	6	6	6	6	
Nantucket	2	2	2	2	
Natick	0	0	0	0	
New Bedford	5	5	5	5	
Dev/QA	3	3	3	3	
Training –Quincy HQ	2	2	2	2	

Updated: 12/7/2017

Training –Lawrence	2	2	2	2	
Training –Springfield	2	2	2	2	
Training –Worcester	2	2	2	2	
Training -- Brockton	2	2	2	2	
North Adams	2	2	2	2	
Pittsfield	4	4	4	4	
Plymouth	6	6	6	6	9 Desired Jan/Feb 2018 (+3)
Revere	7	7	7	7	
Roslindale	0	0	0	0	
South Yarmouth	5	5	5	5	
Southbridge	4	4	4	4	
Springfield	14	14	14	14	
Taunton	4	4	4	4	
Watertown	8	8	8	8	
Wilmington	7	7	7	9	added 2 from Surplus with expansion. 12 desired (+3)
Worcester	10	10	10	10	
Surplus	8	8	2	0	25 ordered for future expansion and to replenish surplus: 3 - Wilmington 3 - Plymouth 6 - Haverhill 13 - for Surplus
Total:	185	185	185	185	Ordered 25 Fall 2017 185 +25 = 210 Desired Total

Updated: 12/7/2017



November 9, 2017

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

Quotation Reference Number:

FQ20171016MA13

Dear Ms. Zaphiris;

MorphoTrust USA, Inc. ("MorphoTrust") is pleased to provide the Massachusetts Registry of Motor Vehicles (MA RMV) with this quotation in response to your request. A description of the goods and/or services you have requested, plus certain terms and conditions of this quotation, are provided below.

DESCRIPTION OF GOODS AND SERVICES:

The MA RMV has requested pricing for an additional 25 Test Stations associated with the Automated Testing System. Two additional testing sites (licenses) will be added as a part of this quote. Each Test Station includes the following components which are included in this quotation;

- Lenovo ThinkCenter m810z
- Headphones
- Adapter Splitter

Note: Costs include Applicable Software Licenses to make the Test Station operational.

ASSUMPTIONS:

- This quote is dependent on agreement of final specifications with the MA RMV
- Assumes MassDOT resources will be present and onsite as needed to support deployment
- Locations for installation TBD with MA RMV
- Includes Hardware Qualification and Testing with new hardware model.
- Upon completion of installation at each location, MA RMV will sign an acceptance form for invoicing
- Includes contractual pricing for the additional and creation of up to 2 new testing sites.



- Any return trips required because of 'site not ready' Issues will be billable at \$800 for the first four hours on site, plus \$150 per man per hour for each hour beyond the first four hours.

MorphoTrust is pleased to provide you with this quotation. Prices specified in this quotation shall remain fixed for a period of 60 days from the date of this quotation. Prices quoted herein are based upon the information that has been provided to MorphoTrust by MA RMV. Changes to the information provided may result in a change in price.

MorphoTrust standard terms and conditions which govern all purchases made pursuant to this quotation are listed below. To the extent such terms directly conflict with those set forth in this quotation, the terms in this quotation shall govern.

Please feel free to contact me with any questions you may have.

Sincerely,

A handwritten signature in black ink, appearing to read 'John Corson', with a horizontal line extending to the right.

John Corson
Director - Client Executive
IDEMIA
296 Concord Road
3rd Flr. Ste 300
Billerica, MA 01821
518 956-0347
jcorson@us.idemia.com



QUOTATION

Date: November 9, 2017
Quote No: FQ20171016MA13
Valid Through: 60 days from date above
Payment Terms: Payable within 30 days of Invoice by MA RMV
Delivery: Delivery of goods and services anticipated to be completed within 2 months after 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
MorphoTrust USA
296 Concord Road, Third Floor
Billerica, MA 01821
(518) 956-0347

Product/Service	Unit Price	Qty	Total
ATS Test Station	\$3,064.00	25	\$76,600.00
Examiner License for new testing site	\$2,500.00	2	\$5,000.00
Labor(Qualification) and Installation		1	\$33,549.50
Total Product/Services			\$115,149.50
Annual Maintenance (\$287.58/unit/year)	\$7,189.50	3	\$21,568.50
Total Price			\$136,718.00

NOTE: This is a firm fixed quotation for goods and services.

PAYMENT TERMS:

Payable within 30 days of Invoice by MA RMV. The terms and conditions associated with Contract # 90042 will apply to this change order.

MORPHOTRUST'S STANDARD TERMS AND CONDITIONS: MorphoTrust's standard terms and conditions which govern all purchases made pursuant to this quotation



are listed below. To the extent such terms directly conflict with those set forth in this quotation, the terms in this quotation shall govern.

Quote Acceptance: FQ20171016MA13

Print: Sarah Zaphiris

Date 12/8/17

Title: Chief Administrative Officer

***** TO BETTER ALLOW MORPHOTRUST TO PROCESS YOUR ORDER *****

- 1) PLEASE SIGN THE ABOVE ACCEPTANCE OF THIS OFFER AND RETURN THIS DOCUMENT TO YOUR MORPHOTRUST SALESPERSON/CONTACT.
- 2) ALTERNATIVELY, IF YOU ARE PREPARING A PURCHASE ORDER OR CONTRACT AMENDMENT, PLEASE INCLUDE THIS OFFER WITH THE DOCUMENTS YOU ARE SUBMITTING.