

Project Number(s)

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

681

6/12/2018

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 |
|-----------|-----|------|----------|---------|-------|-----|--------------------|
| 60440001 | U10 | R110 | 009N | C000000 | 000 | | \$24,040.00 |
| | | | | | | | \$24,040.00 |

Obligation By Fiscal Year for Multi-Year Contracts

| | 60440001 | Total |
|--------------------|--------------------|--------------------|
| 2019 | \$12,020.00 | \$12,020.00 |
| 2020 | \$12,020.00 | \$12,020.00 |
| MMARS Total | \$24,040.00 | \$24,040.00 |

Reason for Request: Maint Year 2&3 for 4 Haverhill Capture Workstations

Contract #: **90042**

Cost Reduction %:

Vendor ID & Adress Code: VC6000183131 AD001

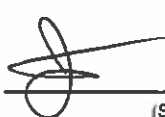
Current Year Savings:

Vendor Name: MORPHOTRUST USA, LLC

Contract Location:

Contract Description: Morpho Trust Drivers License Production

Report Notes:

Recommended by:  6/12/2018
(Signature / Date)

Approved by:  6/13/18
(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)

Document Name: MORPHO TRUST DRIVERS LICENSE PRODUCTION [2032774]
 Document Description: Maint Year 2&3 for 4 Haverhill Capture Workstations

| Document I.D. | | MA Information | | | | | |
|---------------|------|----------------|--------|------|------------|-----------------------|-------------|
| Code | Dept | Unit | Action | Code | Department | Identification Number | Vendor Line |
| CT | DOT | 0287 | | Mod | MA | | |

Header / Vendor Information
 Budget FY: 2018 Document Total: MORPHOTRUST USA, LLC
 Fiscal Year: 2018 Vendor Name: MORPHOTRUST USA, LLC
 Period: 12 Vendor Address: 6840 CAROTHERS PKWY STE 650 City: FRANKLIN State: TN
 Board Award: 00990042 Vendor/Customer No.: VCG000183131
 Requester ID: dotadi Address Code: AD001
 Report Note: Comment:

| Line #1 - Commodity Information | | List Price | Description | Contract Amount | Commodity Ref. Line |
|---------------------------------|--------------|--------------|-------------|-------------------|---------------------|
| Commodity Code | 821300000000 | | | | 0 |
| Line Type | Service | Unit Price | | | |
| Quantity | | Service From | 08/20/2015 | Action (Incl/Dec) | 1 |
| Unit of Measure | | Service To | 10/23/2021 | Incl/Dec Amount | \$24,040.00 |

| Line #37 - Accounting Information | | Budget FY | Unit | Major Program | Location |
|-----------------------------------|---|-------------|------|---------------|----------|
| Event Type | PR08 | 2019 | R110 | | |
| Line Amount | \$12,020.00 | Fiscal Year | 2018 | U10 | C000000 |
| Dept | DOT | Period | 12 | 60440001 | 009N |
| Line Description | Maint Yr2 for Capture Workstations(4) for Haverhill | | | | |

| Line #38 - Accounting Information | | Budget FY | Unit | Major Program | Location |
|-----------------------------------|---|-------------|------|---------------|----------|
| Event Type | PR08 | 2020 | R110 | | |
| Line Amount | \$12,020.00 | Fiscal Year | 2018 | U10 | C000000 |
| Dept | DOT | Period | 12 | 60440001 | 009N |
| Line Description | Maint Yr3 for Capture Workstations(4) for Haverhill | | | | |

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 Cabatti Signed: [Signature] Title: MA Phone: 946.0 Date: 6/12/18
 Prepared by: [Signature]
 Print Name: William Tse Signed: [Signature] Title: IT Financial Mgr Phone: 987.0 Date: 6/13/18
 Authorized Signatory

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



IT PURCHASE REQUEST FORM

Requestor: Sarah Zaphris

Bill Northish, Joseph Tomassini
(List any other person(s) to inform status of request via email)

Phone/location: 9458/Registrar's Offc.

File Number **12580**
Initials and Date **J 6/5/18**

Contract/Project Info #
Commbuys 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 | Capture Workstation w/ Engineering & Installation [Total Cost of Goods] | | 103179 | 4 | \$17,758.50 | \$71,034.00 | | | 40 | Capture Workstations PARS/Program: RM18XXX025 | 6420-1317 / R06 |
| Maint Svcs | 3 Year (1st Year free) | | 90042 | 8 | \$3,005.00 | \$24,040.00 | | | 40 | IT Operating | 6044-0001 / R04 |
| | | | | | | \$0.00 | | | | | |
| Total IT Request | | | | | | \$95,074.00 | | | | | |

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

| | |
|-------------------------|--------------------|
| Hardware | \$71,034.00 |
| Software | |
| Contractor | |
| Prof Svcs | |
| Maint Svcs | \$24,040.00 |
| Other | |
| Total IT Request | \$95,074.00 |

- 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 | Quote #: FQ20180322MA03 (ATTACHED) |
| Reason | RMV Haverhill Service Center License Workstations required for normal operating business of new ATLAS & REAL ID Programs. This Equipment Purchase is part of the RMV Modernization & Improvement CIP Initiative. |
| Benefit | Customer Service |
| Other | <i>Not a Answer</i> |

AUTHORIZED APPROVERS FOR IT REQUEST FORM

Requestor: *[Signature]* Date: 6/5/2018

Business Approver/Manager/Dept Head: *Sarah Zaphris* Date: 6/5/18
 Signature: *[Signature]* Print Name and Signature - IT Manager can approve up to \$2,500

IT Director: *[Signature]* Date: 6/11/2018
 Signature: *[Signature]* Print Name and Signature - Director can approve up to \$5,000

Deputy CIO/ Deputy CTO: *[Signature]* Date: 6/11/2018
 Signature: *[Signature]* Required for all requests greater than \$5,000

IT Finance: *[Signature]* Date: 6/11/18
 Signature: *[Signature]* Required for all requests

Chief Information Officer: _____
 Signature - Required for all requests greater than \$50,000 or issues

Cadorette, John (DOT)

From: Zaphiris, Sarah (DOT) <sarah.zaphiris@state.ma.us>
Sent: Tuesday, June 05, 2018 2:46 PM
To: Norrish, Bill (DOT)
Cc: Kunen, David; Corson, John; Tibma, Mary (DOT); Bedard, David (DOT); Cadorette, John (DOT); Tomassini, Joseph (DOT)
Subject: RE: Quote for Haverhill Move plus 4 Workstations
Attachments: Signed quote for Haverhill workstations 060518.pdf

Signed quote attached.

From: Norrish, Bill (DOT)
Sent: Tuesday, June 5, 2018 11:31 AM
To: Zaphiris, Sarah (DOT)
Cc: Kunen, David; Corson, John; Tibma, Mary (DOT); Bedard, David (DOT)
Subject: RE: Quote for Haverhill Move plus 4 Workstations

Sarah

The update I received this morning from General Services was that Haverhill construction has started and the Service Center is targeted to open September 1. Can we submit this for approval this week? There is a 12 week lead time on procuring new Licensing hardware.

Thanks
Bill

From: Corson, John [<mailto:John.Corson@us.idemia.com>]
Sent: Monday, April 02, 2018 5:06 PM
To: Norrish, Bill (DOT) <Bill.Norrish@MassMail.State.MA.US>
Cc: Zaphiris, Sarah (DOT) <sarah.zaphiris@MassMail.State.MA.US>; Kunen, David <David.Kunen@us.idemia.com>
Subject: Quote for Haverhill Move plus 4 Workstations

Good Afternoon,

Please see the attached quote and let me know if you have any questions. Any information you can provide us with regard to timing will help us ensure equipment availability...

Thank you and have a great evening.

John

John CORSON
Client Executive | Sales | NORAM I&S



john.corson@us.IDEMIA.com

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

* COMMODITY/EQUIPMENT SERVICE

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

| | | |
|-----------------------------------|--|----------------------------------|
| *Purchase Order Issue Date: | *Purchase Order Number: CTDOT028718090042 | |
| | 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): FQ20180322MA03 YEAR 2&3 |

Department Information

| | |
|---|--|
| PO Contact: John Cadorette Email: john.cadorette@state.ma.us | *Bill to Department Name: MassDOT - IT |
| Contract Manager: Sarah Zaphiris, Deputy Registrar Email: sarah.zaphiris@massmail.state.ma.us | *Contact Person: Antonia Pires |
| | *Address: 10 Park Plaza, Room 8350 |
| | *City, State, Zip Code: Boston, MA 02116 |
| | 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 | | | | | | | | |

| | |
|---|--|
| Department Approval Signature: <u>X </u> *Printed Name: William Yee, IT Finance Manager *Date: <u>8/20/15</u> | Subtotal: Shipping and Handling: 0.00 Total Order Amount: \$24,040.00 <i>Year 2 \$12,020.00</i> <i>Year 3 \$12,020.00</i> |
| * Vendor Approval (only required for the Engagement of Services) *Signature: _____ *Printed Name: _____ *Date: _____ | |

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



296 Concord Road Suite 300
 Billerica, MA 01821
 978-215-2400

FIRM FIXED PRICE QUOTATION

Date: April 2, 2018
 Quote No: FQ20180322MA03
 Valid Through: 60 days from date above
 Payment Terms: Per contract terms
 Delivery: Per RMV instruction; not before 12 weeks after receipt of 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
 296 Concord Road Suite 300
 Billerica, MA 01821

| Capture Workstation | Quantity | Unit Price | Total |
|---|----------|------------|-----------------|
| Signature Capture Device | 4 | \$642 | \$2,568 |
| Photo Image Capture Device | 4 | \$2,316 | \$9,264 |
| Document Imaging Scanners | 4 | \$1,204 | \$4,816 |
| Vision Screening Test Device | 4 | \$3,385 | \$13,540 |
| Document Authentication Scanner | 4 | \$4,375 | \$17,500 |
| Customer Facing Monitor | 4 | \$289 | \$1,156 |
| Freestanding Backdrop - Double-Sided | 4 | \$2,000 | \$8,000 |
| Workstation Printer | 4 | \$625 | \$2,500 |
| Peripherals (Hub, Dongle, Cables) | 4 | \$300 | \$1,200 |
| Vision Bracket | 4 | \$750 | \$3,000 |
| Capture Workstation Subtotal | | | \$63,544 |
| Professional Services | Quantity | Unit Price | Total |
| Program Management | 4 | \$185 | \$740 |
| Integration Engineer | 12 | \$125 | \$1,500 |
| PC Installation | 32 | \$125 | \$4,000 |
| Professional Services Subtotal | | | \$6,240 |
| Non-Recurring Engineering | Quantity | Unit Price | Total |
| Subcontractor non-recurring engineering for double-sided backdrop | 1 | \$1,250 | \$1,250 |
| Non-Recurring Engineering Subtotal | | | \$1,250 |
| Maintenance | Quantity | Unit Price | Total |
| Year 1 (Warranty Period) | 4 | \$0 | \$0 |
| Year 2 | 4 | \$3,005 | \$12,020 |
| Year 3 | 4 | \$3,005 | \$12,020 |
| Maintenance Subtotal | | | \$24,040 |
| Total | | | \$95,074 |

Pricing notes:

- The non-recurring engineering charge for double-sided backdrop will be waived if paid for on another change order.





296 Concord Road Suite 300
Billerica, MA 01821
978-215-2400

- The freestanding, double-sided backdrop has been priced. If the RMV prefers a different model, IDEMIA will update this quote.
- Price includes applicable software licenses.

Quote Acceptance: FQ20180130MA01

[Handwritten Signature]
Signature

June 5, 2018
Date

Sarah Zepheris
Printed Name

*** TO BETTER ALLOW IDEMIA TO PROCESS YOUR ORDER ***

PLEASE SIGN THE ABOVE ACCEPTANCE OF THIS OFFER, AND RETURN THIS DOCUMENT TO YOUR IDEMIA CONTACT.

| | } } }