

Project Number(s)

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

681

6/14/2018

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	IR03	009N	C000000	000		\$6,800.00
							\$6,800.00

Obligation By Fiscal Year for Multi-Year Contracts

	60440001	Total
2019	\$3,400.00	\$3,400.00
2020	\$3,400.00	\$3,400.00
MMARS Total	\$6,800.00	\$6,800.00

Reason for Request: Incr \$6,800 Maint 2nd&3rd yr for 34 scanners

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:  6/14/18
(Signature / Date)

Approved by:  6/14/18
(Signature / Date)

Completed by the Budget Office:

Expense Budget Entered By: _____
(Signature / Date)

Approved by: _____
(Signature / Date)

Completed by the FAPRO (Applies to Capital only):

Approved by: _____
(Signature / Date)



Document Name: MORPHO TRUST DRIVERS LICENSE PRODUCTION [2033039]

Document Description: Incr \$6,800 Maint 2nd&3rd yr for 34 scanners

Code		Dept	Unit	Document Identifier	Action	Code	Department	Identification Number	Vendor Line
CT	DOT	0287		INTF00X02016J0090042	Mod	MA			

Header / Vendor Information

Budget FY:	2018	Document Total:	
Fiscal Year:	2018	Vendor Name:	MORPHOTRUST USA, LLC
Period:	12	Vendor Address:	6840 CAROTHERS PKWY STE 650
Board Award:	90042	Vendor/Customer No.:	VC6000183131
Requester ID:	dotadi	Address Code:	AD001
Report Note:		Comment:	

Line #1 - Commodity Information			
Commodity Code	821300000000	List Price	
Line Type	Service	Unit Price	
Quantity		Service From	08/20/2015
Unit of Measure		Service To	10/23/2021
		Inc/Dec Amount	\$6,800.00

Line #39 - Accounting Information			
Event Type	PR08	Budget FY	2019
Line Amount	1	Fiscal Year	2018
Dept	DOT	Period	12
Line Description	ServiceNow Timecard User/Approver License 2 of 3yr Quote#Q20180322MA03		
		Unit	IR03
		Object	U10
		Appropriation	60440001
		Program	
		Program Period	
		Function	15032
		Location	
		Phase	000
		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 Calabrese Signed: [Signature] Title: Inv Phone: 9961 Date: 6/19/18
 Print Name: William Yee Signed: [Signature] Title: IT Finance Mgr Phone: 2571 Date: 6/19/18
 Prepared by: [Signature] Authorized Signatory: [Signature]

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



Document Name MORPHO TRUST DRIVERS LICENSE PRODUCTION [2033039]

Document Description Incr \$6,800 Maint 2nd&3rd yr for 34 scanners

Document I.D.

Code	Dept	Unit	Document Identifier	Action
CT	DOT	0287	INTF00X02016J0090042	Mod

Line #40- Accounting Information

Event Type	PR08	Budget FY	2020	Unit	IR03	Major Program	Location
Line Amount	I \$3,400 00	Fiscal Year	2018	Object	U10	Program	C000000
Dept	DOT	Period	12	Appropriation	60440001	Program Period	009N
Line Description	ServiceNow Timecard User/Approver License 3 of 3yr Quote# Q20180322MA03			Dept Object		Function	15032

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: _____ Signed: _____ Prepared by _____ Title: _____

Print Name: _____ Signed: _____ Authorized Signatory _____ Title: _____ Controller _____

Phone _____ Ext.: _____ Date: _____

Phone _____ Ext.: _____ Date: _____

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



IT PURCHASE REQUEST FORM

Requestor: Bill Norrish

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

Phone/Location: 857-368-9936

File Number **12604**
Initials and Date **JG 6/13/2018**
Contract/Project Info # **90042/103179**
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
Prof Svcs	Idemia - Install scanners at RMV Orange/Green Lines	103179	n/a	1	\$18,200.00	\$18,200.00	Yes	Yes	15750	Service Center Management Solution Phase 2	IT 1820000 TR08 CP
Maint Svcs	Maintenance on 34 Bar Code Scanners - Years 2 and 3	90042	n/a	1	\$6,800.00	\$6,800.00	Yes	Yes	15750	Service Center Management Solution Phase 2	IT 1820000 TR08 CP
						\$0.00					
BUSINESS JUSTIFICATION											
Installation of 2 barcode scanners at every RMV Orange/Green Line.											
Reason: To allow installation Orange/Green lines to scan "Get Ready Online" pre-registration transactions and automatically issue Q-Flow Pre-Stage Tickets											
Benefit: Streamlining and automation of customer queue management in RMV Service Centers											
Other:											
AUTHORIZED APPROVERS FOR IT REQUEST FORM											

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

Hardware	
Software	
Contractor	
Prof Svcs	\$18,200.00
Maint Svcs	\$6,800.00
Other	
Total IT Request	\$25,000.00

- U07 Equipment
- U03 Software license, 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:

Requestor: Bill Norrish

Signature

Date: 6/13/2018

Business Approver/Manager/Dept Head

IT Director

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

Deputy CIO/ Deputy CTO

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

IT Finance

Signature - Required for all requests

Chief Information Officer

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

Cadorette, John (DOT)

From: Yee, Bill (DOT)
Sent: Wednesday, June 13, 2018 9:06 AM
To: Cadorette, John (DOT)
Subject: FW: URGENT - SCMS 2.0 IT Request - Install Bar Code Scanners at Orange/Green Line
Attachments: IT_PurchaseRequest 06.12.18_SCMS_2.0.xlsx; MA Honeywell Scanners FQ20180608MA05 Offer Letter.pdf

Fyi..

From: Norrish, Bill (DOT) [<mailto:Bill.Norrish@MassMail.State.MA.US>]
Sent: Tuesday, June 12, 2018 2:28 PM
To: Yee, Bill (DOT)
Cc: Bedard, David (DOT); Jean-Paul, Lesly (DOT)
Subject: URGENT - SCMS 2.0 IT Request - Install Bar Code Scanners at Orange/Green Line

Bill

Dave Bedard asked me to send you to this for urgent PO Approval. We need an approved PO issues to Idemia by Thursday, 6/14 to complete the work by the end of the fiscal year – July 1. Let me know if you have any questions.

Thanks,

Bill Norrish | Project Management Office (PMO) | MassDOT IT
110 Park Plaza Suite 8110 Boston MA 02116 | phone: 857.368.9936
For news and updates: www.mass.gov/blog/transportation; Twitter: www.twitter.com/massdot.



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): FQ20180608MA05 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								

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Stu
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Department Approval Signature: <u><i>[Signature]</i></u> *Printed Name: William Yee, IT Finance Manager *Date: <u>6/14/18</u> * Vendor Approval (only required for the Engagement of Services) *Signature: _____ *Printed Name: _____ *Date: _____	Subtotal: Shipping and Handling: 0.00 Total Order Amount: \$6,800.00
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* Indicates required field. ** Discount includes any Prompt Payment Discounts.

June 11, 2018

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

Subject: Quotation Reference Number FQ20180608MA05

Dear Ms. Zaphiris:

IDEMIA 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 that you have requested, plus certain terms and conditions of this quotation, appear below.

DESCRIPTION OF GOODS AND SERVICES:

To support an enhancement to the Q-Flow queueing system, the MA RMV has requested pricing to install and test 34 Honeywell Genesis 7580G barcode scanners at 17 service centers: South Yarmouth, Fall River, New Bedford, Taunton, Brockton, Milford, Revere, Roslindale, Haymarket, Haverhill, Lawrence, Lowell, Worcester, Leominster, Springfield, Watertown, and Plymouth. These are the same model of barcode scanner rolled out as part of the expansion project last year.

The source for the 34 barcode scanners is:

- 17 relocations at the same service center
- 12 provided by MA RMV from current inventory
- 5 purchased by IDEMIA under this change order proposal

MA RMV wishes to have the work completed by July 1, 2018. To achieve this date, IDEMIA requests receipt of a purchase order no later than June 14, 2018.

ASSUMPTIONS:

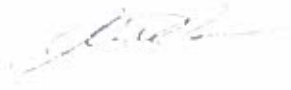
- Testing will be limited to scanning QR codes into MS Notepad on a PC to verify the correct string is outputted.
- Assumes MassDOT resources will be present and onsite as needed to support deployment.
- Any return trips required because of 'site not ready' issues will be billable at \$800 for the first four hours on site, plus \$150 per hour for each hour beyond the first four hours.

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 IDEMIA by MA RMV. Changes to the information provided may result in a change in price.

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

Sincerely,



John Corson
Client Executive
IDEMIA
296 Concord Road Suite 300
Billerica, MA 01821
518-956-0347
jcorson@us.idemia.com

FIRM FIXED PRICE QUOTATION

Date: June 11, 2018
Quote No: FQ20180608MA05
Valid Through: 60 days from date above
Payment Terms: Per contract terms
Delivery: No later than July 1, 2018 (assumes receipt of purchase order by June 14, 2018)

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

Service	Price
Installation of 34 Honeywell Genesis 7580G Barcode Scanners (MK7580-30B38-02-A- MS7580 1D / PDF17 / 2D Scanner USB Type A Cable, Power Supply, Black) at 17 offices; includes purchase of five barcode scanners	\$18,200
Maintenance on 34 barcode scanners – Year 1	No charge
Maintenance on 34 barcode scanners – Year 2	\$3,400
Maintenance on 34 barcode scanners – Year 3	\$3,400
Total	\$25,000

Pricing notes:

- All work will be able to be performed during normal business hours.
- IDEMIA will be able to determine the optimal routing to cover the 17 service centers most efficiently.

Please note we will process your order upon receipt of a signed purchase order.