

Project Number(s)

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

681

3/13/2019

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
17903005	U03	IR01		RMV008			\$15,000.00
							\$15,000.00

Obligation By Fiscal Year for Multi-Year Contracts

	17903005	Total
2019	\$15,000.00	\$15,000.00
MMARS Total	\$15,000.00	\$15,000.00

Reason for Request: Increase \$15k Update Scanner to 14"

Contract #: 103179 Cost Reduction %: _____
 Vendor ID & Address 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] 3/13/19 (Signature / Date) Approved by: [Signature] 3/13/19 (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)



Commonwealth of Massachusetts Office of the Comptroller
Purchase Commodity Encumbrance Form

Document Name: **DLD/DID RMV #90042 HARDWARE/SOFTWARE** [2164551]
Document Description: **Increase \$15k Update Scanner to 14"**

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

Header / Vendor Information			
Budget FY	2019	Document Total	
Fiscal Year	2019	Vendor Name	MORPHOTRUST USA, LLC
Period	9	Vendor Address	6840 CAROTHERS PKWY STE 650
Board Awards	90042	Vendor/Customer No.	VC6000183131
Requester ID	dotaz8z	Address Code	AD001
Report Note		Comment	

Line #1 - Commodity Information			
Commodity Code	801117130000	List Price	\$1.00
Line Type	Item	Unit Price	\$1.00
Quantity	684333.99000	Service From	07/01/2017
Unit of Measure	EA	Service To	10/23/2021
		Incl/Dec Amount	\$15,000.00
		Shipping Location	
		Billing Location	

Line #9 - Accounting Information			
Event Type	PR05	Unit	IPR01
Line Amount	I \$15,000.00	Appropriation	17903005
Line Description	Increase \$15k Update Scanner to 14" #FQ2019011401v2		
Program + Phase	RMV/008	Activity	
		Dept Object	
		Function	15519

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

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 therefor have been complied with and observed.

Print Name: John Cadorette Signed: Title: IT Finance Manager Date: 3/13/19
 Prepared by: Title: IT Finance Manager Date: 3/13/19
 Print Name: William Yee Signed: Title: IT Finance Manager Date: 3/13/19
 Authorized Signatory

massDOT IT PURCHASE REQUEST FORM

Massachusetts Department of Transportation

Requestor Collen Ogilvie
(incl others to receive status via email)

Benefiting Division RMV
(drop down list)

Phone/Location 857-368-7724
RMV HQ Quincy

Ship to address

Office Only:
File Number: 131753/13/19
Initials and Date:
Contract/Project Info #: 603129

CommBUYS Bid #:
Bid Open:
Bid Close: 90042

Category (from drop down list)	DESCRIPTION (dates of service, annual maint/support, license renewal)	Make/Model	Quantity	Unit Cost (in dollars)	Total Cost (in dollars)	Budgeted?	Forecasted?	Other reference (project name, servicenow#, cip#, account#, fiscal year spend)	Funding (Oper, CIP, Toll, MRB, Fed, Enterprise)
Prof Svcs	Update scanner software to handle 14" long page		1	\$15,000.00	\$15,000.00	Yes	Yes	Atlas	Atlas CIP
					\$0.00				1290 2005
					\$0.00				
					\$0.00				
					\$0.00				

*** Architecture Review Board (ARB)**

This is a required step to complete if the hardware or software is "NEW Technology" to DOT. Has the ARB approved this

"NEW Technology" request - Click YES or NO>>>>>>

Note: "NEW Technology" does not apply to software license renewals and hardware currently utilized

Hardware		U07 Equipment
Software		U03 Software licenses, annual fees
Contract		U05 Hourly paid staff augmentation
Prof Svcs	\$15,000.00	U11 Services paid on a per deliverable/task order basis
Maint Svc		U10 Equipment install/service & annual maint support
Other		Other (telecom, dataline, admin, chargeback, etc)
Total IT Request	\$15,000.00	<< final cost if different from "requested" amount

Reason	Description
Reason	Update scanner software used by the RMV Service Centers to scan license related documentation. Software needs to be able to handle documents up to 14" in length.
Reason	Current scanner setting can only handle document up to 11" in length. The license application is 14" in length and needs to be scanned at point of sale in the Service Centers. Scanner settings need to be adjusted for the longer documents.
Benefit	The larger documents will be scanned at the workstation without using the workaround.
Other	

APPROVERS FOR IT REQUEST FORM - signing authority \$ level listed below

Date

Requestor Collen Ogilvie 3/6/2019
Signature of Requestor

Business Approver/Manager/Dept Head _____
Print Name /Signature - IT Manager up to \$2,500

IT Director _____
Print Name /Signature - IT Director up to \$5,000, ITS Director up to \$25,000

Deputy CIO / CTO / Sr IT Operations Director Hu C Primerano 3/6/2019
Print Name /Signature - DCIO, DCTO, Sr IT Ops Director up to \$50,000

IT Finance _____ 3/11/19
Signature required for all requests

Chief Information Officer _____ 3/11/19
Signature required for all requests greater than \$50,000 or issues



February 26, 2018

Alan Macdonald
Chief Operating Officer
Registry of Motor Vehicles
10 Park Plaza
Boston, MA 02116

Subject: Quotation Reference Number FQ2019011401 (version 2)

Dear Mr. Macdonald:

IDEMIA is pleased to provide the Massachusetts Registry of Motor Vehicles (RMV) with this revised quotation in response to your request. A description of the services that you have requested, plus certain terms and conditions of this quotation, appear below.

DESCRIPTION OF SERVICES

The RMV requested pricing to modify the MorphoTrust Enrollment (MTE) software to be able to scan documents up to 14 inches in length. The current length restriction is 11 inches.

IDEMIA will provide coordination with RMV staff, modify the MTE software, conduct quality assurance testing, and support user acceptance testing. We will provide the files needed for RMV to install the updated software on the workstations.

IDEMIA will provide the following deliverables:

- Updated MorphoTrust Enrollment software

ASSUMPTIONS

- RMV is responsible for deploying the software to all workstations.

FIRM FIXED PRICE QUOTATION

Professional Services	Total
Modify MTE software to scan documents up to 14 inches in length	\$15,000



MILESTONE BILLING SCHEDULE

#	Milestone Definition	Milestone Value
1	Completion of user acceptance testing ¹	\$15,000

OTHER TERMS AND CONDITIONS

- The terms and conditions associated with contract # 90042 will apply to this change order.
- Prices specified in this quotation shall remain fixed for a period of 30 days from the date of this quotation.
- Prices quoted herein are based upon the information that has been provided to IDEMIA by RMV. Changes to the information provided may result in a change in price.
- We are only able to begin work on this project upon receipt of a purchase order.
- IDEMIA will invoice according to the milestone billing schedule.

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

Sincerely,

David Kunen
General Manager, Northeast Region
Civil and Digital Identity
Idemia Identity & Security, N.A.
296 Concord Road
Billerica, MA 01821
david.kunen@us.idemia.com
(978) 213-2623 (office)

¹ Also denotes final acceptance of work performed.