

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 & 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:

 6/14/18
(Signature / Date)

Approved by:

 6/14/18
(Signature / Date)

Completed by the Budget Office:

Expense Budget Entered By:

 6/14/18
(Signature / Date)

Approved by:

 6/15/18
(Signature / Date)

Completed by the FAPRO (Applies to Capital only):

Approved by:

(Signature / Date)



90042



Document Name MORPHO TRUST DRIVERS LICENSE PRODUCTION [2033039]

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

Document I.D. INTF00X02016J0090042

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	List Price	Description	Contract Amount	Commodity Ref Line
821300000000				0
Line Type	Service	Unit Price		
Quantity		Service From	08/20/2015	
Unit of Measure		Service To	10/23/2021	
		Incl/Dec Amount	\$6,800.00	

Line #39 - Accounting Information

Event Type	Budget FY	Unit	IR03	Major Program	Location
PR08	2019				
Line Amount	1 \$3,400.00	Fiscal Year	2018	Object	U10
Dept	DOT	Period	12	Appropriation	60440001
Line Description	ServiceNow Timecard User/Approver License 2 of 3yr Quote#FQ20180322MA03				
		Dept Object		Function	15032

Per Contract

13 JUL 5 PM 12:05

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.

FOR FISCAL USE ONLY

Entered By: *[Signature]* Date: *7/13/18* Verified By: _____ Date: _____

(Initial) _____ (Initial) _____

Print Name: *John Cabattle* Signed: *[Signature]* Title: *MA*

Print Name: *William Yee* Signed: *[Signature]* Title: *IT Finance*

Prepared by: *[Signature]* Phone: *966* Date: *6/14/18*

Authorized Signatory: *[Signature]* Phone Ext: *2812* Date: *6/14/18*



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	1 \$3,400.00	Fiscal Year	2018	Object	U10	Program	C000000	Phase	000
Dept	DOT	Period	12	Appropriation	60440001	Program Period		Activity	009N
Line Description	ServiceNow Timecard User/Approver License 3 of 3yr Quoter#C20180322MA03			Dept Object		Function	15032		

FOR FISCAL USE ONLY

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

Prepared by _____

Print Name: _____ Signed: _____ Title: _____

Authorized Signatory _____

Controller _____
Phone _____
EXT.: _____
Date: _____



IT PURCHASE REQUEST FORM

File Number

12604
6/13/2018

Initials and Date

Contract/Project Info #

90042/103179

Requestor: Bill Morrish

Bill Morrish
J.P. Cery

Phone/Location: 857-368-9936

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

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 P SIP 12604 90042
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 P SIP 12604 90042
						\$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
- Maint Svcs
- Other

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

- 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:

Requestor: Bill Morrish
Signature: _____
Date: 6/13/2018

Business Approver/Manager/Dept Head
Signature: _____
Date: _____

IT Director
Print Name and Signature - IT Director can approve up to \$5,000
John Williams 6/13/2018

Deputy CIO/ Deputy CTO
Print Name and Signature - IT Manager can approve up to \$2,500
John Williams 6/13/2018

IT Finance
Print Name and Signature - Required for all requests greater than \$5,000
John Williams 6/13/2018

Chief Information Officer
Print Name and Signature - Required for all requests greater than \$50,000 or issues
John Williams 6/13/2018

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

111 Park Plaza, Suite 8110, Boston, MA 02115 | 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

Amendment
Year 2+3 month
for 34 scanners

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 *Address: 6840 Carothers Pkwy, Ste 650 *City, State, Zip Code: Franklin, TN 37067		Contact Person: John Corson Telephone: 678-575-1586 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 Contract Manager: Sarah Zaphiris, Deputy Registrar Email: sarah.zaphiris@state.ma.us		*Bill to Department Name: MassDOT - IT *Contact Person: Antonia Pires *Address: 10 Park Plaza, Room 8150 *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:								
1. 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. 2. The purchase order number must appear on the vendor's packing list. 3. 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. 4. 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: <i>[Signature]</i> *Printed Name: William Yee, IT Finance Manager *Date: 6/14/18						Subtotal: Shipping and Handling: 0.00 Total Order Amount: \$6,800.00		
* Vendor Approval (only required for the Engagement of Services) Signature: <i>[Signature]</i> *Printed Name: Pierre Chaboussant, COO *Date: 7/31/18						<i>Year 2 \$3,400</i> <i>Year 3 \$3,400</i>		

*Plan
 Sign* →

* 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 queuing 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.



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

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

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

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.

