

Project Number(s)	Encumbrance Document ID			
	Trans	Dept	Unit	Identification Number
	CT	DOT	0287	INTF00X02016J0090042

681

5/9/2019

**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
64201317	U11	R110		RMV1709			\$6,657.00
							<b>\$6,657.00</b>

**Obligation By Fiscal Year for Multi-Year Contracts**

	64201317	Total
2019	\$6,657.00	\$6,657.00
<b>MMARS Total</b>	<b>\$6,657.00</b>	<b>\$6,657.00</b>

Reason for Request: Taunton Move/Installs

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:  5/9/19  
(Signature / Date)

Approved by:  5-9-19  
(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 [2190426]

Document Description: Taunton Move/Installs

**Document I.D.**

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

**Header / Vendor Information**

Budget FY:	2019	Document Total:	
Fiscal Year:	2019	Vendor Name:	MORPHOTRUST USA, LLC
Period:	11	Vendor Address:	6840 CAROTHERS PKWY STE 650 City: FRANKLIN State: TN
Board Award:	0090042	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		\$6,657.00

**Line #46- Accounting Information**

Event Type	PR05	Budget FY	2019	Unit	R110	Major Program	Location
Line Amount	I \$6,657.00	Fiscal Year	2019	Object	U11	Program	RMV1709
Dept	DOT	Period	11	Appropriation	64201317	Program Period	
Line Description	Taunton Move/Install Quote#FQ20190422MA07		Dept Object		Function		Activity

**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 Cadorette

Signed:

Prepared by

Title:

Phone Ext.: 9961

Date: 5/9/19

Print Name: Susan Bristol

Signed:

Authorized Signatory

Title:

Controller

Phone Ext.: 9135

Date: 5/9/19

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





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

*Amendment*

\*  COMMODITY/EQUIPMENT  SERVICE

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

*Purchase Order Issue Date:	*Purchase Order Number: <b>CTDOT028719090042</b>	
	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@us.idemia.com
	Quote Number (if applicable): FQ20190422MA07

**Department Information**

RMV DLID Workstations - Taunton, MA Relocation	*Bill to Department Name: MassDOT - IT
PO Contact: John Cadorette	*Contact Person: Antonia Pires
Email: john.cadorette@state.ma.us	*Address: 10 Park Plaza, Room 8350
	*City, State, Zip Code: Boston, MA 02116
Contract Manager: Alan Macdonald, Deputy Registrar	Telephone: 857-368-9897
Email: alan.macdonald@state.ma.us	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								

<p><b>Department Approval</b></p> <p>Signature: <i>[Signature]</i></p> <p>*Printed Name: William Yee, IT Finance Manager</p> <p>*Date: 5-9-19</p> <hr/> <p>* Vendor Approval (only required for the Engagement of Services)</p> <p>*Signature: <i>[Signature]</i></p> <p>*Printed Name: David Kunen</p> <p>*Date: 5/9/19</p>	<p><b>Subtotal:</b></p> <p>Shipping and Handling: 0.00</p> <p><b>Total Order Amount: \$6,657.00</b></p> <p><i>[Signature]</i></p>
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*Placed 5/19/19*

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



April 29, 2019

Mr. Alan Macdonald  
Chief Operating Officer  
Massachusetts Registry of Motor Vehicles  
25 Newport Avenue Extension  
Quincy, MA 02171

Subject: Taunton Relocation Support (Quote # FQ20190422MA07)

Dear Mr. Macdonald:

IDEMIA is pleased to provide the Massachusetts Registry of Motor Vehicles (RMV) with this quote in response to your request to provide services to support the relocation of the Taunton office, which is scheduled to open on July 1, 2019.

DESCRIPTION OF SERVICES

Area	Existing Equipment Moves	New Equipment Installations
DL/ID workstations	7 workstations with peripherals	3 workstations with peripherals
Reg. only workstations	2 (from RACE/Greeter to Orange/Green) 1 credit card device	1 credit card device
ATS permit stations	4 workstations	3 workstations
Road Test office	2 PCs 1 printer	
Audit office	1 PC 1 printer	
Manager's office	1 PC 1 printer	
District Manager's office	1 PC (from the Assistant Manager's office / old Clerk's office)	
Cash Room	1 PC (from current Cash Room) 1 PC (from old Road Test room near entry)	
Counting Room	1 PC (from current Counting Room) 1 PC (from RACE room)	
Self-Service PC		1 PC 1 printer

ASSUMPTIONS:

- The three new DL/ID workstations with peripherals will be drawn from MassDOT reserve inventory that IDEMIA will be holding (purchase in process off quote FQ20190411MA05).
- The three new ATS permit workstations will be drawn from MassDOT reserve inventory that IDEMIA is holding (purchased off quote FQ20171016MA13.)
- MassDOT will provide the new credit card device. MassDOT is responsible for all testing, as well as all software related troubleshooting, including Microsoft Windows and active directory.

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- MassDOT will provide the PC and printer for the self-service area. MassDOT will pre-image the PC with MassDOT software before turning it over to IDEMIA. MassDOT is responsible for all testing, as well as full responsibility for all software related troubleshooting including Microsoft Windows and active directory, in addition to providing replacement components for hardware related issues.
- The following installations will be completed during the normal workweek in advance of the move weekend:
  - Three new DL/ID workstations (camera alignment and testing will occur over move weekend)
  - New credit card device
  - Three new ATS workstations
  - Self-service PC and printer
- The balance of the installation work will occur on a mutually agreed upon weekend, from Friday evening until Sunday afternoon.
- MassDOT IT will be on-site to support the work and will handle any logins to systems to which IDEMIA does not have access.
- The MassDOT IT network will be in place.
- MassDOT’s moving vendor will move the equipment from the current site to the new site.
- MassDOT will arrange for a subcontractor to install the backdrops on the partitions.

FIRM FIXED PRICE QUOTATION

Scope	Price
Professional services for Taunton relocation – normal workweek portion	\$0
Professional services for Taunton relocation – weekend portion	\$6,657
<b>Total</b>	<b>\$6,657</b>

MILESTONE BILLING SCHEDULE

#	Milestone Definition	Milestone Value
1	RMV acceptance of IDEMIA work on Taunton relocation	\$6,657

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 for the equipment according to the milestone billing schedule.





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

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) 215-2623 (office)

