



**STATE OF MICHIGAN  
ENTERPRISE PROCUREMENT**

Department of Technology, Management, and Budget  
320 S. Walnut Street 2nd Floor Lansing, MI 48933  
P.O. BOX 30026 LANSING, MICHIGAN 48909

**CONTRACT CHANGE NOTICE**

Change Notice Number **6**  
to  
Contract Number **MA190000001026**

<b>CONTRACTOR</b>	Idemia Identity & Security USA LLC
	296 Concord Road, Suite 300
	Billerica MA 01821-3180
	Meghan Peterson
	978-427-7818
	Meghan.Peterson@us.idemia.com
	CV0000922

<b>STATE</b>	<b>Program Manager</b>	Various	Various
<b>STATE</b>	<b>Contract Administrator</b>	Nichole Harrell	DTMB
		517-449-9245	
		harrelln@michigan.gov	

CONTRACT SUMMARY				
Statewide Fingerprinting Services				
INITIAL EFFECTIVE DATE	INITIAL EXPIRATION DATE	INITIAL AVAILABLE OPTIONS	EXPIRATION DATE BEFORE	
June 1, 2020	May 31, 2025	5 - 12 Months	May 31, 2025	
PAYMENT TERMS		DELIVERY TIMEFRAME		
Net 45		N/A.		
ALTERNATE PAYMENT OPTIONS			EXTENDED PURCHASING	
<input type="checkbox"/> P-Card <input type="checkbox"/> Direct Voucher (PRC) <input type="checkbox"/> Other			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
MINIMUM DELIVERY REQUIREMENTS				
No Minimum Delivery Requirements.				
DESCRIPTION OF CHANGE NOTICE				
OPTION	LENGTH OF OPTION	EXTENSION	LENGTH OF EXTENSION	REVISED EXP. DATE
<input checked="" type="checkbox"/>	12 Months	<input type="checkbox"/>		May 31, 2026
CURRENT VALUE	VALUE OF CHANGE NOTICE	ESTIMATED AGGREGATE CONTRACT VALUE		
\$11,136,511.00	\$10,000,000.00	\$21,136,511.00		

#### DESCRIPTION

Effective June 1, 2025, the following changes are hereby incorporated into this Contract:

The parties agree to exercise the first available one-year option. The revised Contract expiration date is May 31, 2026.

Pricing on this Contract is increased per Schedule B - Pricing (attached).

Contract value is increased by \$10,000,000.00 for Statewide use.

All other terms, conditions and specifications remain the same. Per Contractor and agency agreement, DTMB Central Procurement approval, and State Administrative Board approval on December 3, 2024.

**Program Managers  
for  
Multi-Agency and Statewide Contracts**

<b>AGENCY</b>	<b>NAME</b>	<b>PHONE</b>	<b>EMAIL</b>
MDHHS	Joseph Thiel	517-284-4008	ThielJ@michigan.gov
MiLEAP	Cynthia Derby	517-930-4387	DerbyC@michigan.gov
MDHHS	Ashleigh Brotherson	248-821-3153	BrothersonA@michigan.gov
LARA	Kenneth Krajniak	517-335-7104	KrajniakK@michigan.gov
MSP	Katrina Garrett	517-290-9430	GarrettK11@michigan.gov

# SCHEDULE B - PRICING

**Contract No.** 19000001026

Statewide Fingerprinting Services

1. Pricing must include all costs, including but not limited to, any one-time or set-up charges, fees, and potential costs that Contractor may charge the State (e.g., shipping and handling, per piece pricing, and palletizing).

**2. Fee for MSP and FBI Processing is not included in pricing –**

Please Note: Applicant Fees for MSP and FBI Processing are subject to change. There two different types of FBI Applicant processing fees depending on the type of Applicant: Employment/Licensing Applicant Or, Volunteer Applicant.

FBI Processing Fee – Please Note, there are two different types of fees for FBI processing fees. The FBI processing fee will be determined by the type of Applicant: Employment/Licensing Applicant or Volunteer. Only one type of FBI fee may be applied.

Fees with adjusted pricing are highlighted. Revised FBI processing fee per applicant effective **January 1, 2025.**

MSP and FBI Processing Fees	
MSP Applicant Fee	\$30.00
FBI Employee/Licensing Applicant Fee	\$12.00
FBI Volunteer Applicant Fee	\$10.00

**Fingerprint Collection Fee/Total Price with MSP/FBI Processing Fee**

Revised Fingerprint Collection processing fee per applicant effective **June 1, 2025.**

Type of Applicant	Fingerprinting Collection Processing fee per Individual Applicant	MSP Processing fee per Individual Applicant	FBI Processing fee per Individual Applicant	Total Price
State of Michigan Paid	\$12.00	\$30.00	\$12.00 (Employment/Licensing)	\$54.00
State of Michigan Paid	\$12.00	\$30.00	\$10.00 (Volunteer)	\$52.00
Non-State of Michigan Paid	\$23.50	\$30.00	\$12.00 (Employment/Licensing)	\$65.50

Non-State of Michigan Paid	\$23.50	\$30.00	\$10.00 (Volunteer)	\$64.75
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\*In the event the State implements the UEP Solution, IDEMIA USA will provide the Fingerprint Backup Capture with the UEP Solution for no additional cost.

\*\* The Estimated Annual Usage table is an approximation of Fingerprinting Services/ Applications performed per Agency, per a historical usage. The data presented is in no way a guarantee of further work, nor is it a guarantee of work to be performed if you are selected to provide this service.



**STATE OF MICHIGAN  
ENTERPRISE PROCUREMENT**

Department of Technology, Management, and Budget  
320 S. Walnut Street 2nd Floor Lansing, MI 48933  
P.O. BOX 30026 LANSING, MICHIGAN 48909

**CONTRACT CHANGE NOTICE**

Change Notice Number **5**  
to  
Contract Number **MA190000001026**

<b>CONTRACTOR</b>	IDEMIA IDENTITY & SECURITY USA LLC
	296 Concord Road, Suite 300
	Billerica MA 01821-3180
	Meghan Peterson
	978-427-7818
	Meghan.Peterson@us.idemia.com
	CV0000922

<b>STATE</b>	<b>Program Manager</b>	Various	Various
<b>STATE</b>	<b>Contract Administrator</b>	Nichole Harrell	DTMB
		517-449-9245	
		harrelln@michigan.gov	

CONTRACT SUMMARY				
Statewide Fingerprinting Services				
INITIAL EFFECTIVE DATE	INITIAL EXPIRATION DATE	INITIAL AVAILABLE OPTIONS	EXPIRATION DATE BEFORE	
June 1, 2020	May 31, 2025	5 - 12 Months	May 31, 2025	
PAYMENT TERMS		DELIVERY TIMEFRAME		
Net 45		N/A.		
ALTERNATE PAYMENT OPTIONS			EXTENDED PURCHASING	
<input type="checkbox"/> P-Card <input type="checkbox"/> Direct Voucher (PRC) <input type="checkbox"/> Other			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
MINIMUM DELIVERY REQUIREMENTS				
No Minimum Delivery Requirements.				
DESCRIPTION OF CHANGE NOTICE				
OPTION	LENGTH OF OPTION	EXTENSION	LENGTH OF EXTENSION	REVISED EXP. DATE
<input type="checkbox"/>		<input type="checkbox"/>		
CURRENT VALUE	VALUE OF CHANGE NOTICE	ESTIMATED AGGREGATE CONTRACT VALUE		
\$11,036,511.00	\$100,000.00	\$11,136,511.00		

## DESCRIPTION

Effective September 12, 2024, the following changes are hereby incorporated into this Contract:

1. Michigan Department of Lifelong Education, Advancement, and Potential (MiLEAP) has been added as an Authorized Department to this agreement.
2. Cynthia Derby has been added as the Agency Program Manager for MiLEAP (Derbyc@michigan.gov, 517-930-4387).
3. Contract has been increased by \$100,000.00 for MiLEAP use.
4. Michigan Department of Health and Human Services - Office of Inspector General (MDHHS-OIG) has been added as an Authorized Department to this agreement.
5. Joseph Thiel has been added as the Agency Program Manager for MDHHS-OIG (Thielj@michigan.gov, 517-284-4008).
6. The agency Program Manager for MSP has been updated from Sherry Rosin to Katrina Garrett (garrettk11@michigan.gov, 517-290-9430)

All other terms, conditions, specifications, and pricing remain the same. Per Contractor and agency agreement and DTMB Central Procurement approval.

Internal Note: Ad Board balance after this Change Notice: \$149,999.99

**Program Managers  
for  
Multi-Agency and Statewide Contracts**

<b>AGENCY</b>	<b>NAME</b>	<b>PHONE</b>	<b>EMAIL</b>
MDHHS	Joseph Thiel	517-284-4008	ThielJ@michigan.gov
MiLEAP	Cynthia Derby	517-930-4387	DerbyC@michigan.gov
MDHHS	Ashleigh Brotherson	248-821-3153	BrothersonA@michigan.gov
LARA	Kenneth Krajniak	517-335-7104	KrajniakK@michigan.gov
MSP	Katrina Garrett	517-290-9430	GarrettK11@michigan.gov





**STATE OF MICHIGAN**  
**CENTRAL PROCUREMENT SERVICES**  
 Department of Technology, Management, and Budget  
 320 S. WALNUT ST., LANSING, MICHIGAN 48933  
 P.O. BOX 30026 LANSING, MICHIGAN 48909

**CONTRACT CHANGE NOTICE**

Change Notice Number **4**  
 to  
 Contract Number **190000001026**

<b>CONTRACTOR</b>	IDEMIA IDENTITY & SECURITY USA LLC
	296 Concord Road, Suite 300
	Billerica, MA 01821-3180
	Meghan Peterson
	978-427-7818
	meghan.peterson@us.idemia.com
	CV0000922

<b>STATE</b>	<b>Program Manager</b>	Various	SW
<b>STATE</b>	<b>Contract Administrator</b>	Nichole Harrell	DTMB
		(517) 449-9245	
		harrelln@michigan.gov	

**CONTRACT SUMMARY**

**STATEWIDE FINGERPRINTING SERVICES**

INITIAL EFFECTIVE DATE	INITIAL EXPIRATION DATE	INITIAL AVAILABLE OPTIONS	EXPIRATION DATE BEFORE
June 1, 2020	May 31, 2025	5 - 1 Year	May 31, 2025
PAYMENT TERMS		DELIVERY TIMEFRAME	
NET 45		N/A	
ALTERNATE PAYMENT OPTIONS			EXTENDED PURCHASING
<input type="checkbox"/> P-Card <input type="checkbox"/> PRC <input type="checkbox"/> Other			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**MINIMUM DELIVERY REQUIREMENTS**

N/A

**DESCRIPTION OF CHANGE NOTICE**

OPTION	LENGTH OF OPTION	EXTENSION	LENGTH OF EXTENSION	REVISED EXP. DATE
<input type="checkbox"/>		<input type="checkbox"/>		N/A
CURRENT VALUE	VALUE OF CHANGE NOTICE	ESTIMATED AGGREGATE CONTRACT VALUE		
\$10,350,000.00	\$686,511.00	\$11,036,511.00		

**DESCRIPTION**

Effective February 27, 2024 the following changes are hereby incorporated:

1. The State's Contract Administrator is changed to Nichole Harrell.
2. The Contractor's Program Manager is changed to Jeff Avey, jeff.avey@us.idemia.com, 978-987-8777.
3. The State's Program Manager Brian Piacentini is removed.
4. The fingerprint reason code, Child Caring Institution (CCI), cost is updated to \$54.75 per print.
5. The attached Schedule A, Statement of Work and Schedule B, Pricing are added.

All other terms, conditions, specifications, and pricing remain the same. Per contractor and agency agreement, DTMB Central Procurement approval, and State Administrative Board approval on February 27, 2024.

**Program Managers  
for  
Multi-Agency and Statewide Contracts**

<b>AGENCY</b>	<b>NAME</b>	<b>PHONE</b>	<b>EMAIL</b>
MDHHS	Ashleigh Brotherson	248-821-3153	BrothersonA@michigan.gov
MSP	Sherry Rosin	517-284-3082	RosinS@michigan.gov
LARA	Kenneth Krajniak	517-335-7104	KrajniakK@michigan.gov

# Addition to Schedule A – Statement of Work

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## 4. Other Fingerprinting Service Requirements

- C. Enroll Your Own (EYO) Enrollment Centers
  - a. MDHHS will purchase 21 workstations under the EYO during fiscal year 2024 and an additional 21 workstations during fiscal year 2025.
    - i. The Contractor will invoice and deliver the initial 21 workstations no later than May 31, 2024.
    - ii. The Contractor will invoice and deliver the additional 21 workstations no earlier than October 1, 2024 and no later than December 31, 2024.
  - b. The Contractor will provide 6 workstations at no cost to the State.
    - i. The Contractor will invoice and deliver the 6 no cost workstations no later than May 31, 2024.
  - c. EYO Enrollment Centers
    - i. The Contractor will provide training for 5 DHHS Enrollment Agents at no cost during the installation and go live of each machine.

# Addition to Schedule B – Pricing

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## **Enroll Your Own (EYO) Enrollment Centers**

- A. The Contractor will provide 42 workstations at a cost of \$16,345.50 each in addition to 6 workstations at no cost. The cost of each workstation includes 3 years of maintenance support.
- B. DHHS will receive a reimbursement of \$2.00 for each applicant processed on the 42 purchased workstations.
- C. The Contractor will provide additional training sessions for DHHS Enrollment Agents for a fee of \$109.00 per hour as needed.



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**CONTRACT CHANGE NOTICE**

Change Notice Number **3**  
 to  
 Contract Number **190000001026**

<b>CONTRACTOR</b>	IDEMIA IDENTITY & SECURITY USA LLC
	296 Concord Road, Suite 300
	Billerica, MA 01821-3180
	Meghan Peterson
	978-427-7818
	meghan.peterson@us.idemia.com
	CV0000922

<b>STATE</b>	Program Manager	Various	SW
<b>STATE</b>	Contract Administrator	Marissa Gove	DTMB
		(517) 449-8952	
		govem1@michigan.gov	

**CONTRACT SUMMARY**

<b>STATEWIDE FINGERPRINTING SERVICES</b>			
<b>INITIAL EFFECTIVE DATE</b>	<b>INITIAL EXPIRATION DATE</b>	<b>INITIAL AVAILABLE OPTIONS</b>	<b>EXPIRATION DATE BEFORE</b>
June 1, 2020	May 31, 2025	5 - 1 Year	May 31, 2025
<b>PAYMENT TERMS</b>		<b>DELIVERY TIMEFRAME</b>	
NET 45		N/A	
<b>ALTERNATE PAYMENT OPTIONS</b>			<b>EXTENDED PURCHASING</b>
<input type="checkbox"/> P-Card	<input type="checkbox"/> PRC	<input type="checkbox"/> Other	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

<b>MINIMUM DELIVERY REQUIREMENTS</b>
N/A

<b>DESCRIPTION OF CHANGE NOTICE</b>				
<b>OPTION</b>	<b>LENGTH OF OPTION</b>	<b>EXTENSION</b>	<b>LENGTH OF EXTENSION</b>	<b>REVISED EXP. DATE</b>
<input type="checkbox"/>		<input type="checkbox"/>		N/A
<b>CURRENT VALUE</b>	<b>VALUE OF CHANGE NOTICE</b>	<b>ESTIMATED AGGREGATE CONTRACT VALUE</b>		
\$10,350,000.00	\$0.00	\$10,350,000.00		

**DESCRIPTION**

Effective October 26, 2023 the following changes are hereby incorporated:

- DHHS Program Managers Renee Gonzales and Jessica Sweet are removed.
- DHHS Program Manager Ashleigh Brotherson is added.

All other terms, conditions, specifications and pricing remain the same. Per contractor and agency agreement, and DTMB Central Procurement approval.

**Program Managers  
for  
Multi-Agency and Statewide Contracts**

<b>AGENCY</b>	<b>NAME</b>	<b>PHONE</b>	<b>EMAIL</b>
MDHHS	Ashleigh Brotherson	248-821-3153	BrothersonA@michigan.gov
MDHHS	Brian Piacentini	517-582-3516	PiacentiniB@michigan.gov
MSP	Sherry Rosin	517-284-3082	RosinS@michigan.gov
LARA	Kenneth Krajniak	517-335-7104	KrajniakK@michigan.gov



**STATE OF MICHIGAN**  
**CENTRAL PROCUREMENT SERVICES**  
 Department of Technology, Management, and Budget  
 320 S. WALNUT ST., LANSING, MICHIGAN 48933  
 P.O. BOX 30026 LANSING, MICHIGAN 48909

**CONTRACT CHANGE NOTICE**

Change Notice Number **2**  
 to  
 Contract Number **190000001026**

<b>CONTRACTOR</b>	IDEMIA IDENTITY & SECURITY USA LLC
	296 Concord Road, Suite 300
	Billerica, MA 01821-3180
	Meghan Peterson
	978-427-7818
	meghan.peterson@us.idemia.com
	CV0000922

<b>STATE</b>	Program Manager	Various	SW
	Contract Administrator	Marissa Gove (517) 449-8952 govem1@michigan.gov	DTMB

**CONTRACT SUMMARY**

<b>STATEWIDE FINGERPRINTING SERVICES</b>			
<b>INITIAL EFFECTIVE DATE</b>	<b>INITIAL EXPIRATION DATE</b>	<b>INITIAL AVAILABLE OPTIONS</b>	<b>EXPIRATION DATE BEFORE</b>
June 1, 2020	May 31, 2025	5 - 1 Year	May 31, 2025
<b>PAYMENT TERMS</b>		<b>DELIVERY TIMEFRAME</b>	
NET 45		N/A	
<b>ALTERNATE PAYMENT OPTIONS</b>			<b>EXTENDED PURCHASING</b>
<input type="checkbox"/> P-Card <input type="checkbox"/> PRC <input type="checkbox"/> Other			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

<b>MINIMUM DELIVERY REQUIREMENTS</b>
N/A

<b>DESCRIPTION OF CHANGE NOTICE</b>				
<b>OPTION</b>	<b>LENGTH OF OPTION</b>	<b>EXTENSION</b>	<b>LENGTH OF EXTENSION</b>	<b>REVISED EXP. DATE</b>
<input type="checkbox"/>		<input type="checkbox"/>		N/A
<b>CURRENT VALUE</b>	<b>VALUE OF CHANGE NOTICE</b>	<b>ESTIMATED AGGREGATE CONTRACT VALUE</b>		
\$7,100,000.00	\$3,250,000.00	\$10,350,000.00		

**DESCRIPTION**  
 Effective May 9, 2023, this Contract is hereby increased by \$3,250,000 for use by LARA. In addition, Schedule B - Pricing is replaced with the attached. All other terms, conditions, specifications, and pricing remain the same. Per contractor and agency agreement, DTMB Central Procurement approval, and State Administrative Board approval on May 9, 2023.

**Program Managers  
for  
Multi-Agency and Statewide Contracts**

<b>AGENCY</b>	<b>NAME</b>	<b>PHONE</b>	<b>EMAIL</b>
MDHHS	Renee Gonzales	517-249-0111	GonzalesR@michigan.gov
MDHHS	Brian Piacentini	517-582-3516	PiacentiniB@michigan.gov
MSP	Sherry Rosin	517-284-3082	RosinS@michigan.gov
MCSC	Sharon Edington	517-241-3816	EdingtonS@michigan.gov
MDHHS	Jessica Sweet	517-241-6679	SweetJ2@michigan.gov
LARA	Kenneth Krajniak	517-335-7104	KrajniakK@michigan.gov



# STATE OF MICHIGAN

Contract No. 190000001026  
Statewide Fingerprinting Services

## SCHEDULE B PRICING

1. Pricing must include all costs, including but not limited to, any one-time or set-up charges, fees, and potential costs that Contractor may charge the State (e.g., shipping and handling, per piece pricing, and palletizing).
2. **Fee for MSP and FBI Processing is not included in pricing –**  
Please Note: Applicant Fees for MSP and FBI Processing are subject to change. There two different types of FBI Applicant processing fees depending on the type of Applicant: Employment/Licensing Applicant Or, Volunteer Applicant.

FBI Processing Fee – Please Note, there are two different types of fees for FBI processing fees. The FBI processing fee will be determined by the type of Applicant: Employment/Licensing Applicant or Volunteer. Only one type of FBI fee may be applied.

MSP and FBI Processing Fees	
MSP Applicant Fee	\$30.00
FBI Employee/Licensing Applicant Fee	\$13.25
FBI Volunteer Applicant Fee	\$11.25

### Fingerprint Collection Fee/Total Price with MSP/FBI Processing Fee

Type of Applicant	Fingerprinting Collection Processing fee per Individual Applicant	MSP Processing fee per Individual Applicant	FBI Process fee per Individual Applicant	Total Price
State of Michigan Paid	\$11.50	\$ 30.00	\$13.25 (Employment/Licensing)	\$54.75
State of Michigan Paid	\$11.50	\$30.00	\$11.25 (Volunteer)	\$52.75
Non-State of Michigan Paid	\$23.00	\$30.00	\$13.25 (Employment/Licensing)	\$66.25
Non-State of Michigan Paid	\$23.00	\$30.00	\$11.25 (Volunteer)	\$64.25

\*In the event the State implements the UEP Solution, IDEMIA USA will provide the Fingerprint Backup Capture with the UEP Solution for no additional cost.

\*\* The Estimated Annual Usage table is an approximation of Fingerprinting Services/ Applications performed per Agency, per a historical usage. The data presented is in no way a guarantee of further work, nor is it a guarantee of work to be performed if you are selected to provide this service.

**Supplemental Table – Approximation of Fingerprinting Collection and Transmission Services \***

Agency	Estimated Number of Type of Applicant per Year
	State Employee and Non-State Paid Employee
<b>LARA – Licensing and Regulatory Affairs</b> 1. Long-term/Adult Foster Care Checks – New Applicants 2. Long-term/Adult Foster Care 3. Licensing Registration Applicants	1. 70,000 2. 1,000 3. 25,000
<b>MDOC – Michigan Department of Corrections</b> 1. New Hire Employees	1. 400
<b>MDOS – Michigan Department of State</b> 1. New Hire Employees	1. 305
<b>MGCB – Michigan Gaming and Control Board</b> 1. Qualified Individuals	1. 200
<b>MDHHS – Michigan Department of Health and Human Services</b> 1. Pre-employment 2. Foster/Adoptive Parents 3. LEIN Operators 4. Long-term/Adult Foster Care Checks – New Applicants	1. 2,000 2. 8,100 3. 40 4. 400
<b>TREA - Michigan Department of Treasury</b> 1. Select public employees, current and new 2. Select contract employees, current and new	1. Year 1: 1,200, subsequent years: 400 2. Year 1: 300, subsequent years: 100



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 P.O. BOX 30026 LANSING, MICHIGAN 48909

**CONTRACT CHANGE NOTICE**

Change Notice Number **1 - REVISED**  
 to  
 Contract Number **19000001026**

<b>CONTRACTOR</b>	IDEMIA IDENTITY & SECURITY USA LLC
	340 Seven Springs Way, Suite 300
	Brentwood, TN 37027
	Meghan Peterson
	978-427-7818
	meghan.peterson@us.idemia.com
	CV0000922

<b>STATE</b>	Program Manager	Various	SW
	Contract Administrator	Marissa Gove	DTMB
		(517) 449-8952	
		govem1@michigan.gov	

**CONTRACT SUMMARY**

<b>STATEWIDE FINGERPRINTING SERVICES</b>			
<b>INITIAL EFFECTIVE DATE</b>	<b>INITIAL EXPIRATION DATE</b>	<b>INITIAL AVAILABLE OPTIONS</b>	<b>EXPIRATION DATE BEFORE</b>
June 1, 2020	May 31, 2025	5 - 1 Year	May 31, 2025
<b>PAYMENT TERMS</b>		<b>DELIVERY TIMEFRAME</b>	
NET 45		N/A	
<b>ALTERNATE PAYMENT OPTIONS</b>			<b>EXTENDED PURCHASING</b>
<input type="checkbox"/> P-Card <input type="checkbox"/> PRC <input type="checkbox"/> Other			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

<b>MINIMUM DELIVERY REQUIREMENTS</b>
N/A

<b>DESCRIPTION OF CHANGE NOTICE</b>				
OPTION	LENGTH OF OPTION	EXTENSION	LENGTH OF EXTENSION	REVISED EXP. DATE
<input type="checkbox"/>		<input type="checkbox"/>		N/A
CURRENT VALUE	VALUE OF CHANGE NOTICE	ESTIMATED AGGREGATE CONTRACT VALUE		
\$7,000,000.00	\$100,000.00	\$7,100,000.00		

**DESCRIPTION**  
 Effective January 18, 2023, this Contract is hereby increased by \$100,000.00 and the attached amendments are added. All other terms, conditions, specifications, and pricing remain the same per Contractor and Agency Agreement and DTMB Central Procurement Services approval.

**Program Managers  
for  
Multi-Agency and Statewide Contracts**

<b>AGENCY</b>	<b>NAME</b>	<b>PHONE</b>	<b>EMAIL</b>
MDHHS	Renee Gonzales	517-249-0111	GonzalesR@michigan.gov
MDHHS	Brian Piacentini	517-582-3516	PiacentiniB@michigan.gov
MSP	Sherry Rosin	517-284-3082	RosinS@michigan.gov
MCSC	Sharon Edington	517-241-3816	EdingtonS@michigan.gov
MDHHS	Jessica Sweet	517-241-6679	SweetJ2@michigan.gov
LARA	Gregory Rivet	517-335-8841	RivetG@michigan.gov
LARA	Kenneth Krajniak	517-335-7104	KrajniakK@michigan.gov

# STATE OF MICHIGAN

## Contract Amendments

1. The Michigan Gaming Control Board (MGCB) is required to conduct background checks on applicants under the Michigan Gaming Control & Revenue Act, Horse Racing Law of 1995, Lawful Internet Gaming Act and Lawful Sports Betting Act. Section 6, 7a, 8, and 21 of the Michigan Gaming Control & Revenue Act (MCL 432.206, MCL 432.207a, MCL 432.208, MCL 432.221), Section 16 of the Horse Racing Law of 1995 (MCL 431.316), Section 19 of the Lawful Gaming Act (MCL 432.319), and Section 19 of the Lawful Sports Betting Act (MCL 432.419) requires MGCB to collect fingerprints and conduct criminal history information from the Michigan State Police (MSP) and the Federal Bureau of Investigation. Applicable as of April 20, 2021.
2. Public Act 427 of 2018 mandates the Michigan Department of Labor and Economic Opportunity Unemployment Insurance Agency (LEO – UIA) fingerprint certain public employees, for the purpose of receiving criminal history record information from the Michigan State Police (MSP) and the Federal Bureau of Investigation. Applicable as of November 9, 2021.

Idemia Identity and Security USA, LLC, will provide the following Services for MGCB and LEO-UIA:

- Applicant Scheduling
  - Electronic Fingerprint and demographic capture and submission
  - Fee collection
  - Electronic funds transfer and reconciliation information reporting
  - Data interface with MSP's automated fingerprint identification system; data interface with MSP AFIS
  - Customer support and Billing
3. The Contractor's address is hereby updated to: 340 Seven Springs Way, Suite 300, Brentwood, TN 37027.
  4. This Contract is now increased by \$100,000.
  5. The attached Schedule B - Pricing hereby replaces all previous versions.
  6. Adding fingerprint reason: Families First Preservation Act of 2018: Fingerprint Reason FFA, Agency ID 9397H.
  7. Please note the Contract Administrator has been changed to Marissa Gove, MDHHS Program Managers have been updated as follows: Patricia Neitman, DCWL Director should be updated to Renee Gonzales, Email: [GonzalesR@michigan.gov](mailto:GonzalesR@michigan.gov); Phone: 517-249-0111. Sarah Gorby, DCWL Fingerprint Analyst should be updated to Brian Piacentini, Email: [PiacentiniB@michigan.gov](mailto:PiacentiniB@michigan.gov); Phone: 517-582-3516.

# STATE OF MICHIGAN

Contract No. 190000001026  
Statewide Fingerprinting Services

## SCHEDULE B PRICING

1. Pricing must include all costs, including but not limited to, any one-time or set-up charges, fees, and potential costs that Contractor may charge the State (e.g., shipping and handling, per piece pricing, and palletizing).
2. **Fee for MSP and FBI Processing is not included in pricing –**  
Please Note: Applicant Fees for MSP and FBI Processing are subject to change. There two different types of FBI Applicant processing fees depending on the type of Applicant: Employment/Licensing Applicant Or, Volunteer Applicant.

FBI Processing Fee – Please Note, there are two different types of fees for FBI processing fees. The FBI processing fee will be determined by the type of Applicant: Employment/Licensing Applicant or Volunteer. Only one type of FBI fee may be applied.

MSP and FBI Processing Fees	
MSP Applicant Fee	\$30.00
FBI Employee/Licensing Applicant Fee	\$13.25
FBI Volunteer Applicant Fee	\$11.25

### Fingerprint Collection Fee/Total Price with MSP/FBI Processing Fee

Type of Applicant	Fingerprinting Collection Processing fee per Individual Applicant	MSP Processing fee per Individual Applicant	FBI Process fee per Individual Applicant	Total Price
State of Michigan Paid	\$10.50	\$ 30.00	\$13.25 (Employment/Licensing)	\$53.75
State of Michigan Paid	\$10.50	\$30.00	\$11.25 (Volunteer)	\$51.75
Non-State of Michigan Paid	\$22.00	\$30.00	\$13.25 (Employment/Licensing)	\$65.25
Non-State of Michigan Paid	\$22.00	\$30.00	\$11.25 (Volunteer)	\$63.25

\*In the event the State implements the UEP Solution, IDEMIA USA will provide the Fingerprint Backup Capture with the UEP Solution for no additional cost.

\*\* The Estimated Annual Usage table is an approximation of Fingerprinting Services/ Applications performed per Agency, per a historical usage. The data presented is in no way a guarantee of further work, nor is it a guarantee of work to be performed if you are selected to provide this service.

**Supplemental Table – Approximation of Fingerprinting Collection and Transmission Services \***

Agency	Estimated Number of Type of Applicant per Year
	State Employee and Non-State Paid Employee
<b>LARA – Licensing and Regulatory Affairs</b> 1. Long-term/Adult Foster Care Checks – New Applicants 2. Long-term/Adult Foster Care 3. Licensing Registration Applicants	1. 70,000 2. 1,000 3. 25,000
<b>MDOC – Michigan Department of Corrections</b> 1. New Hire Employees	1. 400
<b>MDOS – Michigan Department of State</b> 1. New Hire Employees	1. 305
<b>MGCB – Michigan Gaming and Control Board</b> 1. Qualified Individuals	1. 200
<b>MDHHS – Michigan Department of Health and Human Services</b> 1. Pre-employment 2. Foster/Adoptive Parents 3. LEIN Operators 4. Long-term/Adult Foster Care Checks – New Applicants	1. 2,000 2. 8,100 3. 40 4. 400
<b>TREA - Michigan Department of Treasury</b> 1. Select public employees, current and new 2. Select contract employees, current and new	1. Year 1: 1,200, subsequent years: 400 2. Year 1: 300, subsequent years: 100



**STATE OF MICHIGAN**  
**CENTRAL PROCUREMENT SERVICES**  
 Department of Technology, Management, and Budget  
 320 S. WALNUT ST., LANSING, MICHIGAN 48933  
 P.O. BOX 30026 LANSING, MICHIGAN 48909

**CONTRACT CHANGE NOTICE**

Change Notice Number 1  
 to  
 Contract Number 190000001026

<b>CONTRACTOR</b>	IDEMIA IDENTITY & SECURITY USA LLC
	340 Seven Springs Way, Suite 300
	Brentwood, TN 37027
	Meghan Peterson
	978-427-7818
	meghan.peterson@us.idemia.com
	CV0000922

<b>STATE</b>	<b>Program Manager</b>	Various	SW
	<b>Contract Administrator</b>	Marissa Gove	DTMB
		(517) 449-8952	
		govem1@michigan.gov	

**CONTRACT SUMMARY**

**STATEWIDE FINGERPRINTING SERVICES**

INITIAL EFFECTIVE DATE	INITIAL EXPIRATION DATE	INITIAL AVAILABLE OPTIONS	EXPIRATION DATE BEFORE
June 1, 2020	May 31, 2025	5 - 1 Year	May 31, 2025
PAYMENT TERMS		DELIVERY TIMEFRAME	
NET 45		N/A	
ALTERNATE PAYMENT OPTIONS			EXTENDED PURCHASING
<input type="checkbox"/> P-Card <input type="checkbox"/> PRC <input type="checkbox"/> Other			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

**MINIMUM DELIVERY REQUIREMENTS**

N/A

**DESCRIPTION OF CHANGE NOTICE**

OPTION	LENGTH OF OPTION	EXTENSION	LENGTH OF EXTENSION	REVISED EXP. DATE
<input type="checkbox"/>		<input type="checkbox"/>		N/A
CURRENT VALUE	VALUE OF CHANGE NOTICE	ESTIMATED AGGREGATE CONTRACT VALUE		
\$7,000,000.00	\$100,000.00	\$7,100,000.00		

**DESCRIPTION**

Effective January 18, 2023, the attached amendments are hereby incorporated into the Contract. All other terms, conditions, specifications, and pricing remain the same per Contractor and Agency Agreement and DTMB Central Procurement Services approval.



**Program Managers  
for  
Multi-Agency and Statewide Contracts**

<b>AGENCY</b>	<b>NAME</b>	<b>PHONE</b>	<b>EMAIL</b>
MDHHS	Renee Gonzales	517-249-0111	GonzalesR@michigan.gov
MDHHS	Brian Piacentini	517-582-3516	PiacentiniB@michigan.gov
MSP	Sherry Rosin	517-284-3082	RosinS@michigan.gov
MCSC	Sharon Edington	517-241-3816	EdingtonS@michigan.gov
MDHHS	Jessica Sweet	517-241-6679	SweetJ2@michigan.gov
LARA	Gregory Rivet	517-335-8841	RivetG@michigan.gov
LARA	Kenneth Krajniak	517-335-7104	KrajniakK@michigan.gov

# STATE OF MICHIGAN

## Contract Amendments

1. The Michigan Gaming Control Board (MGCB) is required to conduct background checks on applicants under the Michigan Gaming Control & Revenue Act, Horse Racing Law of 1995, Lawful Internet Gaming Act and Lawful Sports Betting Act. Section 6, 7a, 8, and 21 of the Michigan Gaming Control & Revenue Act (MCL 432.206, MCL 432.207a, MCL 432.208, MCL 432.221), Section 16 of the Horse Racing Law of 1995 (MCL 431.316), Section 19 of the Lawful Gaming Act (MCL 432.319), and Section 19 of the Lawful Sports Betting Act (MCL 432.419) requires MGCB to collect fingerprints and conduct criminal history information from the Michigan State Police (MSP) and the Federal Bureau of Investigation. Applicable as of April 20, 2021.
2. Public Act 427 of 2018 mandates the Michigan Department of Labor and Economic Opportunity Unemployment Insurance Agency (LEO – UIA) fingerprint certain public employees, for the purpose of receiving criminal history record information from the Michigan State Police (MSP) and the Federal Bureau of Investigation. Applicable as of November 9, 2021.

Idemia Identity and Security USA, LLC, will provide the following Services for MGCB and LEO-UIA:

- Applicant Scheduling
  - Electronic Fingerprint and demographic capture and submission
  - Fee collection
  - Electronic funds transfer and reconciliation information reporting
  - Data interface with MSP's automated fingerprint identification system; data interface with MSP AFIS
  - Customer support and Billing
3. The Contractor's address is hereby updated to: 340 Seven Springs Way, Suite 300, Brentwood, TN 37027.
  4. This Contract is now increased by \$100,000.
  5. The attached Schedule B - Pricing hereby replaces all previous versions.
  6. Adding fingerprint reason: Families First Preservation Act of 2018: Fingerprint Reason FFA, Agency ID 9397H.
  7. Please note the Contract Administrator has been changed to Marissa Gove, MDHHS Program Managers have been updated as follows: Patricia Neitman, DCWL Director should be updated to Renee Gonzales, Email: [GonzalesR@michigan.gov](mailto:GonzalesR@michigan.gov); Phone: 517-249-0111. Sarah Gorby, DCWL Fingerprint Analyst should be updated to Brian Piacentini, Email: [PiacentiniB@michigan.gov](mailto:PiacentiniB@michigan.gov); Phone: 517-582-3516.

# STATE OF MICHIGAN

Contract No. 190000001026  
Statewide Fingerprinting Services

## SCHEDULE B PRICING

1. Pricing must include all costs, including but not limited to, any one-time or set-up charges, fees, and potential costs that Contractor may charge the State (e.g., shipping and handling, per piece pricing, and palletizing).
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	State Employee and Non-State Paid Employee
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<b>MDOC – Michigan Department of Corrections</b> 1. New Hire Employees	1. 400
<b>MDOS – Michigan Department of State</b> 1. New Hire Employees	1. 305
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<b>TREA - Michigan Department of Treasury</b> 1. Select public employees, current and new 2. Select contract employees, current and new	1. Year 1: 1,200, subsequent years: 400 2. Year 1: 300, subsequent years: 100



**STATE OF MICHIGAN PROCUREMENT**  
 Department of Technology, Management and Budget  
 525 W. Allegan St., Lansing, MI 48933  
 P.O. Box 30026, Lansing, MI 48909

**NOTICE OF CONTRACT**

NOTICE OF CONTRACT NO. **190000001026**  
 between  
 THE STATE OF MICHIGAN  
 and

<b>CONTRACTOR</b>	Idemia Identity & Security USA LLC
	296 Concord Road, Suite 300
	Billerica, MA 01821-3180
	Meghan Peterson
	978-427-7818
	Meghan.Peterson@us.idemia.com
	CV0000922

<b>STATE</b>	Program Manager	VARIOUS – See Attached Program Manager List	
	Contract Administrator	Sarah Walter 517-256-4237 WalterS6@michigan.gov	DTMB

<b>CONTRACT SUMMARY</b>			
<b>DESCRIPTION: Statewide Fingerprinting Services</b>			
<b>INITIAL EFFECTIVE DATE</b>	<b>INITIAL EXPIRATION DATE</b>	<b>INITIAL AVAILABLE OPTIONS</b>	<b>EXPIRATION DATE BEFORE CHANGE(S) NOTED BELOW</b>
6/1/2020	5/31/2025	5, 1-Year Options	N/A
<b>PAYMENT TERMS</b>		<b>DELIVERY TIMEFRAME</b>	
Net 45		N/A	
<b>ALTERNATE PAYMENT OPTIONS</b>			<b>EXTENDED PURCHASING</b>
<input type="checkbox"/> P-card <input type="checkbox"/> Payment Request (PRC) <input type="checkbox"/> Other			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>MINIMUM DELIVERY REQUIREMENTS</b>			
N/A			
<b>MISCELLANEOUS INFORMATION</b>			
<b>THIS IS NOT AN ORDER. This Contract Agreement is awarded on the basis of our inquiring RFP No. 190000001266. Orders for delivery will be issued directly by Departments through the issuance of a Delivery Order Form.</b>			
<b>ESTIMATED CONTRACT VALUE AT TIME OF EXECUTION</b>			<b>\$7,000,000.00</b>

**FOR THE CONTRACTOR:**

**Idemia Identity & Security USA LLC**

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Authorized Agent Signature

**Donnie Scott**

\_\_\_\_\_  
Authorized Agent (Print or Type)

\_\_\_\_\_  
Date

**FOR THE STATE:**

\_\_\_\_\_  
Signature

**Chelsea Lugibihl, Category Manager**

\_\_\_\_\_  
Name & Title

**DTMB Procurement**

\_\_\_\_\_  
Agency

\_\_\_\_\_  
Date

**Program Managers for  
Contract No. 19000001026**

<b>AGENCY</b>	<b>NAME</b>	<b>PHONE</b>	<b>EMAIL</b>
MSP	Sherry Rosin	517-284-3082	RosinS@michigan.gov
TREA	Sharon Edington	517-241-3816	EdingtonS@michigan.gov
MDHHS	Patricia Neitman	248-860-3210	NeitmanP@michigan.gov
MDHHS	Sarah Goby	517-284-9700	GorbyS@michigan.gov
MDHHS	Jessica Sweet	517-241-6679	SweetJ2@michigan.gov
LARA	Gregory Rivet	517-335-8841	RivetG@michigan.gov
LARA	K. Adam Krajniak	517-335-7104	KrajniakK@michigan.gov



# STATE OF MICHIGAN

## STANDARD CONTRACT TERMS

This STANDARD CONTRACT (“**Contract**”) is agreed to between the State of Michigan (the “**State**”) and Idemia Identity & Security USA LLC (“**Contractor**”), a Delaware limited liability company. This Contract is effective on August 1, 2020 (“**Effective Date**”), and unless terminated, expires on July 31, 2025.

This Contract may be renewed for up to five additional one-year period(s). Renewal is at the sole discretion of the State and will automatically extend the Term of this Contract. The State will document its exercise of renewal options via Contract Change Notice.

The parties agree as follows:

- 1. Duties of Contractor.** Contractor must perform the services and provide the deliverables described in **Schedule A – Statement of Work** (the “**Contract Activities**”). An obligation to provide delivery of any commodity is considered a service and is a Contract Activity.

Contractor must furnish all labor, equipment, materials, and supplies necessary for the performance of the Contract Activities, and meet operational standards, unless otherwise specified in Schedule A.

Contractor must: (a) perform the Contract Activities in a timely, professional, safe, and workmanlike manner consistent with standards in the trade, profession, or industry; (b) meet or exceed the performance and operational standards, and specifications of the Contract; (c) provide all Contract Activities in good quality, with no material defects; (d) not interfere with the State’s operations; (e) obtain and maintain all necessary licenses, permits or other authorizations necessary for the performance of the Contract; (f) cooperate with the State, including the State’s quality assurance personnel, and any third party to achieve the objectives of the Contract; (g) return to the State any State-furnished equipment or other resources in the same condition as when provided when no longer required for the Contract; (h) not make any media releases without prior written authorization from the State; (i) assign to the State any claims resulting from state or federal antitrust violations to the extent that those violations concern materials or services supplied by third parties toward fulfillment of the Contract; (j) comply with all State physical and IT security policies and standards which will be made available upon request; and (k) provide the State priority in performance of the Contract except as mandated by federal disaster response requirements. Any breach under this paragraph is considered a material breach.

Contractor must also be clearly identifiable while on State property by wearing identification issued by the State, and clearly identify themselves whenever making contact with the State.

- 2. Notices.** All notices and other communications required or permitted under this Contract must be in writing and will be considered given and received: (a) when verified by written receipt if sent by courier; (b) when actually received if sent by mail without verification of receipt; or (c) when verified by automated receipt or electronic logs if sent by facsimile or email.

If to State:	If to Contractor:
Sarah Walter 525 W. Allegan Lansing, MI, 48913 <a href="mailto:WalterS6@michigan.gov">WalterS6@michigan.gov</a> 517-256-4237	Idemia Identity & Security USA LLC Attn: General Counsel 296 Concord Road, Suite 300 Billerica, MA 01821 legalnotices@us.idemia.com Office Telephone: (978) 215-2400



3. **Contract Administrator.** The Contract Administrator for each party is the only person authorized to modify any terms of this Contract, and approve and execute any change under this Contract (each a "Contract Administrator"):

State:	Contractor:
Sarah Walter 525 W. Allegan Lansing, MI, 48913 <a href="mailto:WalterS6@michigan.gov">WalterS6@michigan.gov</a> 517-256-4237	Donnie Scott 11951 Freedom Drive, Suite 1800 Reston, VA 20190 Office Telephone: (978) 215-2820

4. **Program Manager.** The Program Manager for each party will monitor and coordinate the day-to-day activities of the Contract (each a "Program Manager"):

State:	Contractor:
<p><b>Michigan State Police:</b>            Sherry Rosin            RosinS@michigan.gov            517-284-3082</p> <p><b>Treasury:</b>            Sharon Edington, Human Resource Specialist            EdingtonS@michigan.gov            517-241-3816</p> <p><b>Michigan Department of Health and Human Services:</b>            Patricia Neitman, DCWL Director            NeitmanP@michigan.gov            248-860-3210</p> <p>Sarah Gorby, DCWL            GorbyS@michigan.gov            517-248-9700</p> <p>Jessica Sweet            SweetJ2@michigan.gov            517-241-6679</p> <p><b>Department of Licensing and Regulatory Affairs:</b>            Greg Rivet, Purchasing Director            RivetG@michigan.gov            517-335-8841</p> <p>K. Adam Krajniak, Workforce Background Check            KrajniakK@michigan.gov            517-335-7104</p>	<p><b>Meghan Peterson</b>            Business Development Manager            Meghan.Peterson@us.idemia.com            Office Telephone: (978) 215-2820            Mobile Telephone: (978) 427-7818</p> <p><b>Candy Copelin</b>            Operational Director, Michigan            candy.copelin@us.idemia.com            Office Telephone: (217) 535-3928            Mobile Telephone: (217) 827-2093</p> <p><b>John McGraw</b>            Program Manager, Michigan            john.mcgraw@us.idemia.com            Phone: (517) 712-2022</p>

5. **Performance Guarantee.** Contractor must at all times have financial resources sufficient, in the opinion of the State, to ensure performance of the Contract and must provide proof upon request. The State may require a performance bond (as specified in Schedule A) if, in the opinion of the State, it will ensure performance of the Contract.
6. **Insurance Requirements.** Contractor must maintain the insurances identified below and is responsible for all deductibles. All required insurance must: (a) protect the State from claims that may arise out of, are alleged to arise out of, or result from Contractor's or a subcontractor's performance; (b) be primary and non-contributing to any comparable liability insurance (including self-insurance) carried by the State; and (c) be provided by a company with an A.M. Best rating of "A" or better, and a financial size of VII or better.

Required Limits	Additional Requirements
<b>Commercial General Liability Insurance</b>	
<u>Minimal Limits:</u> \$1,000,000 Each Occurrence Limit \$1,000,000 Personal & Advertising Injury Limit \$2,000,000 General Aggregate Limit \$2,000,000 Products/Completed Operations  <u>Deductible Maximum:</u> \$50,000 Each Occurrence	Contractor must have their policy endorsed to add "the State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees, and agents" as additional insureds with an endorsement providing coverage at least as broad as ISO Form CG 20 10 11 85, or both CG 20 10 07 04 and CG 20 37 07 04.  Coverage must not have exclusions or limitations related to sexual abuse and molestation liability.
<b>Umbrella or Excess Liability Insurance</b>	
<u>Minimal Limits:</u> \$5,000,000 General Aggregate	Contractor must have their policy endorsed to add "the State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees, and agents" as additional insureds.
<b>Automobile Liability Insurance</b>	
<u>Minimal Limits:</u> \$1,000,000 Per Occurrence	Contractor must have their policy: (1) endorsed to add "the State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees, and agents" as additional insureds; and (2) include Hired and Non-Owned Automobile coverage.
<b>Workers' Compensation Insurance</b>	
<u>Minimal Limits:</u> Coverage according to applicable laws governing work activities.	Waiver of subrogation, except where waiver is prohibited by law.
<b>Employers Liability Insurance</b>	
<u>Minimal Limits:</u> \$500,000 Each Accident \$500,000 Each Employee by Disease \$500,000 Aggregate Disease.	
<b>Privacy and Security Liability (Cyber Liability) Insurance</b>	
<u>Minimal Limits:</u> \$1,000,000 Each Claim \$1,000,000 Annual Aggregate	Contractor must have their policy: (1) endorsed to add "the State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees, and agents" as additional insureds; and (2) cover information security and privacy liability, privacy notification costs, regulatory defense and penalties, and website media content liability.

If any of the required policies provide **claims-made** coverage, the Contractor must: (a) provide coverage with a retroactive date before the effective date of the contract or the beginning of Contract Activities; (b) maintain coverage and provide evidence of coverage for at least three (3) years after completion of the Contract Activities; and (c) if coverage is canceled or not renewed, and not replaced with another claims-made policy form with a retroactive date prior to the contract effective date, Contractor must purchase extended reporting coverage for a minimum of three (3) years after completion of work.

Contractor must: (a) provide insurance certificates to the Contract Administrator, containing the agreement or purchase order number, at Contract formation and within 20 calendar days of the expiration date of the applicable policies; (b) require that subcontractors maintain the required insurances contained in this Section; (c) notify the Contract Administrator within 5 business days if any insurance is cancelled; and (d) waive all rights against the State for damages covered by insurance. Failure to maintain the required insurance does not limit this waiver.

This Section is not intended to and is not be construed in any manner as waiving, restricting or limiting the liability of either party for any obligations under this Contract (including any provisions hereof requiring Contractor to indemnify, defend and hold harmless the State).

- 7. Administrative Fee and Reporting.** Contractor must pay an administrative fee of 1% on all payments made to Contractor under the Contract including transactions with the State (including its departments, divisions, agencies, offices, and commissions), MiDEAL members, and other states (including governmental subdivisions and authorized entities). Administrative fee payments must be made by check payable to the State of Michigan and mailed to:

Department of Technology, Management and Budget  
Cashiering  
P.O. Box 30681  
Lansing, MI 48909

Contractor must submit an itemized purchasing activity report, which includes at a minimum, the name of the purchasing entity and the total dollar volume in sales. Reports should be mailed to [MiDeal@michigan.gov](mailto:MiDeal@michigan.gov).

The administrative fee and purchasing activity report are due within 30 calendar days from the last day of each calendar quarter.

- 8. Extended Purchasing Program.** This contract is extended to MiDEAL members. MiDEAL members include local units of government, school districts, universities, community colleges, and nonprofit hospitals. A current list of MiDEAL members is available at [www.michigan.gov/mideal](http://www.michigan.gov/mideal). Upon written agreement between the State and Contractor, this contract may also be extended to: (a) State of Michigan employees and (b) other states (including governmental subdivisions and authorized entities).

If extended, Contractor must supply all Contract Activities at the established Contract prices and terms. The State reserves the right to impose an administrative fee and negotiate additional discounts based on any increased volume generated by such extensions.

Contractor must submit invoices to, and receive payment from, extended purchasing program members on a direct and individual basis.

- 9. Independent Contractor.** Contractor is an independent contractor and assumes all rights, obligations and liabilities set forth in this Contract. Contractor, its employees, and agents will not be considered employees of the State. No partnership or joint venture relationship is created by virtue of this Contract. Contractor, and not the State, is responsible for the payment of wages, benefits and taxes of Contractor's employees and any subcontractors. Prior performance does not modify Contractor's status as an independent contractor.
- 10. Subcontracting.** Contractor may not delegate any of its obligations under the Contract without the prior written approval of the State. Contractor must notify the State at least 90 calendar days before the proposed delegation,

and provide the State any information it requests to determine whether the delegation is in its best interest. If approved, Contractor must: (a) be the sole point of contact regarding all contractual matters, including payment and charges for all Contract Activities; (b) make all payments to the subcontractor; and (c) incorporate the terms and conditions contained in this Contract in any subcontract with a subcontractor. Contractor remains responsible for the completion of the Contract Activities, compliance with the terms of this Contract, and the acts and omissions of the subcontractor. The State, in its sole discretion, may require the replacement of any subcontractor.

11. **Staffing.** The State's Contract Administrator may require Contractor to remove or reassign personnel by providing a notice to Contractor.
12. **Background Checks.** Upon request, Contractor must perform background checks on all employees and subcontractors and its employees prior to their assignment. The scope is at the discretion of the State and documentation must be provided as requested. Contractor is responsible for all costs associated with the requested background checks. The State, in its sole discretion, may also perform background checks.
13. **Assignment.** Contractor may not assign this Contract to any other party without the prior approval of the State. Upon notice to Contractor, the State, in its sole discretion, may assign in whole or in part, its rights or responsibilities under this Contract to any other party. If the State determines that a novation of the Contract to a third party is necessary, Contractor will agree to the novation and provide all necessary documentation and signatures.
14. **Change of Control.** Contractor will notify, at least 90 calendar days before the effective date, the State of a change in Contractor's organizational structure or ownership. For purposes of this Contract, a change in control means any of the following: (a) a sale of more than 50% of Contractor's stock; (b) a sale of substantially all of Contractor's assets; (c) a change in a majority of Contractor's board members; (d) consummation of a merger or consolidation of Contractor with any other entity; (e) a change in ownership through a transaction or series of transactions; (f) or the board (or the stockholders) approves a plan of complete liquidation. A change of control does not include any consolidation or merger effected exclusively to change the domicile of Contractor, or any transaction or series of transactions principally for bona fide equity financing purposes.

In the event of a change of control, Contractor must require the successor to assume this Contract and all of its obligations under this Contract.

15. **Ordering.** Contractor is not authorized to begin performance until receipt of authorization as identified in Schedule A.
16. **Acceptance.** Contract Activities are subject to inspection and testing by the State within 30 calendar days of the State's receipt of them ("**State Review Period**"), unless otherwise provided in Schedule A. If the Contract Activities are not fully accepted by the State, the State will notify Contractor by the end of the State Review Period that either: (a) the Contract Activities are accepted, but noted deficiencies must be corrected; or (b) the Contract Activities are rejected. If the State finds material deficiencies, it may: (i) reject the Contract Activities without performing any further inspections; (ii) demand performance at no additional cost; or (iii) terminate this Contract in accordance with Section 23, Termination for Cause.

Within 10 business days from the date of Contractor's receipt of notification of acceptance with deficiencies or rejection of any Contract Activities, Contractor must cure, at no additional cost, the deficiency and deliver unequivocally acceptable Contract Activities to the State. If acceptance with deficiencies or rejection of the Contract Activities impacts the content or delivery of other non-completed Contract Activities, the parties' respective Program Managers must determine an agreed to number of days for re-submission that minimizes the overall impact to the Contract. However, nothing herein affects, alters, or relieves Contractor of its obligations to correct deficiencies in accordance with the time response standards set forth in this Contract.

If Contractor is unable or refuses to correct the deficiency within the time response standards set forth in this Contract, the State may cancel the order in whole or in part. The State, or a third party identified by the State, may perform the Contract Activities and recover the difference between the cost to cure and the Contract price plus an additional 10% administrative fee.

17. **Reserved.**
18. **Reserved.**

**19. Reserved.**

- 20. Terms of Payment.** Invoices must conform to the requirements communicated from time-to-time by the State. All undisputed amounts are payable within 45 days of the State's receipt. Contractor may only charge for Contract Activities performed as specified in Schedule A. Invoices must include an itemized statement of all charges. The State is exempt from State sales tax for direct purchases and may be exempt from federal excise tax, if Services purchased under this Agreement are for the State's exclusive use. Notwithstanding the foregoing, all prices are inclusive of taxes, and Contractor is responsible for all sales, use and excise taxes, and any other similar taxes, duties and charges of any kind imposed by any federal, state, or local governmental entity on any amounts payable by the State under this Contract.

The State has the right to withhold payment of any disputed amounts until the parties agree as to the validity of the disputed amount. The State will notify Contractor of any dispute within a reasonable time. Payment by the State will not constitute a waiver of any rights as to Contractor's continuing obligations, including claims for deficiencies or substandard Contract Activities. Contractor's acceptance of final payment by the State constitutes a waiver of all claims by Contractor against the State for payment under this Contract, other than those claims previously filed in writing on a timely basis and still disputed.

The State will only disburse payments under this Contract through Electronic Funds Transfer (EFT). Contractor must register with the State at <http://www.michigan.gov/SIGMAVSS> to receive electronic fund transfer payments. If Contractor does not register, the State is not liable for failure to provide payment. Without prejudice to any other right or remedy it may have, the State reserves the right to set off at any time any amount then due and owing to it by Contractor against any amount payable by the State to Contractor under this Contract.

- 21. Liquidated Damages.** Liquidated damages, if applicable, will be assessed as described in Schedule A.

- 22. Stop Work Order.** The State may suspend any or all activities under the Contract at any time. The State will provide Contractor a written stop work order detailing the suspension. Contractor must comply with the stop work order upon receipt. Within 90 calendar days, or any longer period agreed to by Contractor, the State will either: (a) issue a notice authorizing Contractor to resume work, or (b) terminate the Contract or purchase order. The State will not pay for Contract Activities, Contractor's lost profits, or any additional compensation during a stop work period.

- 23. Termination for Cause.** The State may terminate this Contract for cause, in whole or in part, if Contractor, as determined by the State: (a) endangers the value, integrity, or security of any location, data, or personnel; (b) becomes insolvent, petitions for bankruptcy court proceedings, or has an involuntary bankruptcy proceeding filed against it by any creditor; (c) engages in any conduct that may expose the State to liability; (d) breaches any of its material duties or obligations; or (e) fails to cure a breach within the time stated in a notice of breach. Any reference to specific breaches being material breaches within this Contract will not be construed to mean that other breaches are not material.

If the State terminates this Contract under this Section, the State will issue a termination notice specifying whether Contractor must: (a) cease performance immediately, or (b) continue to perform for a specified period. If it is later determined that Contractor was not in breach of the Contract, the termination will be deemed to have been a Termination for Convenience, effective as of the same date, and the rights and obligations of the parties will be limited to those provided in Section 24, Termination for Convenience.

The State will only pay for amounts due to Contractor for Contract Activities accepted by the State on or before the date of termination, subject to the State's right to set off any amounts owed by the Contractor for the State's reasonable costs in terminating this Contract. The Contractor must pay all reasonable costs incurred by the State in terminating this Contract for cause, including administrative costs, attorneys' fees, court costs, transition costs, and any costs the State incurs to procure the Contract Activities from other sources.

- 24. Termination for Convenience.** The State may immediately terminate this Contract in whole or in part without penalty and for any reason, including but not limited to, appropriation or budget shortfalls. The termination notice will specify whether Contractor must: (a) cease performance of the Contract Activities immediately, or (b) continue to perform the Contract Activities in accordance with Section 25, Transition Responsibilities. If the State terminates

this Contract for convenience, the State will pay all reasonable costs, as determined by the State, for State approved Transition Responsibilities.

25. **Transition Responsibilities.** Upon termination or expiration of this Contract for any reason, Contractor must, for a period of time specified by the State (not to exceed 90 calendar days), provide all reasonable transition assistance requested by the State, to allow for the expired or terminated portion of the Contract Activities to continue without interruption or adverse effect, and to facilitate the orderly transfer of such Contract Activities to the State or its designees. Such transition assistance may include, but is not limited to: (a) continuing to perform the Contract Activities at the established Contract rates; (b) taking all reasonable and necessary measures to transition performance of the work, including all applicable Contract Activities, training, equipment, software, leases, reports and other documentation, to the State or the State's designee; (c) taking all necessary and appropriate steps, or such other action as the State may direct, to preserve, maintain, protect, or return to the State all materials, data, property, and confidential information provided directly or indirectly to Contractor by any entity, agent, vendor, or employee of the State; (d) transferring title in and delivering to the State, at the State's discretion, all completed or partially completed deliverables prepared under this Contract as of the Contract termination date; and (e) preparing an accurate accounting from which the State and Contractor may reconcile all outstanding accounts (collectively, "**Transition Responsibilities**"). This Contract will automatically be extended through the end of the transition period.
26. **General Indemnification.** Contractor must defend, indemnify and hold the State, its departments, divisions, agencies, offices, commissions, officers, and employees harmless, without limitation, from and against any and all actions, claims, losses, liabilities, damages, costs, attorney fees, and expenses (including those required to establish the right to indemnification), arising out of or relating to: (a) any breach by Contractor (or any of Contractor's employees, agents, subcontractors, or by anyone else for whose acts any of them may be liable) of any of the promises, agreements, representations, warranties, or insurance requirements contained in this Contract; (b) any infringement, misappropriation, or other violation of any intellectual property right or other right of any third party; (c) any bodily injury, death, or damage to real or tangible personal property occurring wholly or in part due to action or inaction by Contractor (or any of Contractor's employees, agents, subcontractors, or by anyone else for whose acts any of them may be liable); and (d) any acts or omissions of Contractor (or any of Contractor's employees, agents, subcontractors, or by anyone else for whose acts any of them may be liable).

The State will notify Contractor in writing if indemnification is sought; however, failure to do so will not relieve Contractor, except to the extent that Contractor is materially prejudiced. Contractor must, to the satisfaction of the State, demonstrate its financial ability to carry out these obligations.

The State is entitled to: (i) regular updates on proceeding status; (ii) participate in the defense of the proceeding; (iii) employ its own counsel; and to (iv) retain control of the defense if the State deems necessary. Contractor will not, without the State's written consent (not to be unreasonably withheld), settle, compromise, or consent to the entry of any judgment in or otherwise seek to terminate any claim, action, or proceeding. To the extent that any State employee, official, or law may be involved or challenged, the State may, at its own expense, control the defense of that portion of the claim.

Any litigation activity on behalf of the State, or any of its subdivisions under this Section, must be coordinated with the Department of Attorney General. An attorney designated to represent the State may not do so until approved by the Michigan Attorney General and appointed as a Special Assistant Attorney General.

27. **Infringement Remedies.** If, in either party's opinion, any piece of equipment, software, commodity, or service supplied by Contractor or its subcontractors, or its operation, use or reproduction, is likely to become the subject of a copyright, patent, trademark, or trade secret infringement claim, Contractor must, at its expense: (a) procure for the State the right to continue using the equipment, software, commodity, or service, or if this option is not reasonably available to Contractor, (b) replace or modify the same so that it becomes non-infringing; or (c) accept its return by the State with appropriate credits to the State against Contractor's charges and reimburse the State for any losses or costs incurred as a consequence of the State ceasing its use and returning it.
28. **Limitation of Liability and Disclaimer of Damages.** **IN NO EVENT WILL THE STATE'S AGGREGATE LIABILITY TO CONTRACTOR UNDER THIS CONTRACT, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT, TORT, NEGLIGENCE, STRICT LIABILITY OR BY STATUTE OR OTHERWISE, FOR ANY CLAIM RELATED TO OR ARISING UNDER THIS CONTRACT, EXCEED THE MAXIMUM AMOUNT OF FEES PAYABLE UNDER THIS CONTRACT.** The State is not liable for consequential, incidental, indirect, or special damages, regardless of the nature of the action.

29. **Disclosure of Litigation, or Other Proceeding.** Contractor must notify the State within 14 calendar days of receiving notice of any litigation, investigation, arbitration, or other proceeding (collectively, "**Proceeding**") involving Contractor, a subcontractor, or an officer or director of Contractor or subcontractor, that arises during the term of the Contract, including: (a) a criminal Proceeding; (b) a parole or probation Proceeding; (c) a Proceeding under the Sarbanes-Oxley Act; (d) a civil Proceeding involving: (1) a claim that might reasonably be expected to adversely affect Contractor's viability or financial stability; or (2) a governmental or public entity's claim or written allegation of fraud; or (e) a Proceeding involving any license that Contractor is required to possess in order to perform under this Contract.

30. **Reserved.**

31. **State Data.**

- a. **Ownership.** The State's data ("**State Data**," which will be treated by Contractor as Confidential Information) includes: (a) the State's data collected, used, processed, stored, or generated as the result of the Contract Activities; (b) personally identifiable information ("**PII**") collected, used, processed, stored, or generated as the result of the Contract Activities, including, without limitation, any information that identifies an individual, such as an individual's social security number or other government-issued identification number, date of birth, address, telephone number, biometric data, mother's maiden name, email address, credit card information, or an individual's name in combination with any other of the elements here listed; and, (c) personal health information ("**PHI**") collected, used, processed, stored, or generated as the result of the Contract Activities, which is defined under the Health Insurance Portability and Accountability Act (HIPAA) and its related rules and regulations. State Data is and will remain the sole and exclusive property of the State and all right, title, and interest in the same is reserved by the State. This Section survives the termination of this Contract.
- b. **Contractor Use of State Data.** Contractor is provided a limited license to State Data for the sole and exclusive purpose of providing the Contract Activities, including a license to collect, process, store, generate, and display State Data only to the extent necessary in the provision of the Contract Activities. Contractor must: (a) keep and maintain State Data in strict confidence, using such degree of care as is appropriate and consistent with its obligations as further described in this Contract and applicable law to avoid unauthorized access, use, disclosure, or loss; (b) use and disclose State Data solely and exclusively for the purpose of providing the Contract Activities, such use and disclosure being in accordance with this Contract, any applicable Statement of Work, and applicable law; and (c) not use, sell, rent, transfer, distribute, or otherwise disclose or make available State Data for Contractor's own purposes or for the benefit of anyone other than the State without the State's prior written consent. This Section survives the termination of this Contract.
- c. **Extraction of State Data.** Contractor must, within five (5) business days of the State's request, provide the State, without charge and without any conditions or contingencies whatsoever (including but not limited to the payment of any fees due to Contractor), an extract of the State Data in the format specified by the State.
- d. **Backup and Recovery of State Data.** Unless otherwise specified in Schedule A, Contractor is responsible for maintaining a backup of State Data and for an orderly and timely recovery of such data. Unless otherwise described in Schedule A, Contractor must maintain a contemporaneous backup of State Data that can be recovered within two (2) hours at any point in time.
- e. **Loss or Compromise of Data.** In the event of any act, error or omission, negligence, misconduct, or breach on the part of Contractor that compromises or is suspected to compromise the security, confidentiality, or integrity of State Data or the physical, technical, administrative, or organizational safeguards put in place by Contractor that relate to the protection of the security, confidentiality, or integrity of State Data, Contractor must, as applicable: (a) notify the State as soon as practicable but no later than twenty-four (24) hours of becoming aware of such occurrence; (b) cooperate with the State in investigating the occurrence, including making available all relevant records, logs, files, data reporting, and other materials required to comply with applicable law or as otherwise required by the

State; (c) in the case of PII or PHI, at the State's sole election, (i) with approval and assistance from the State, notify the affected individuals who comprise the PII or PHI as soon as practicable but no later than is required to comply with applicable law, or, in the absence of any legally required notification period, within five (5) calendar days of the occurrence; or (ii) reimburse the State for any costs in notifying the affected individuals; (d) in the case of PII, provide third-party credit and identity monitoring services to each of the affected individuals who comprise the PII for the period required to comply with applicable law, or, in the absence of any legally required monitoring services, for no less than twenty-four (24) months following the date of notification to such individuals; (e) perform or take any other actions required to comply with applicable law as a result of the occurrence; (f) pay for any costs associated with the occurrence, including but not limited to any costs incurred by the State in investigating and resolving the occurrence, including reasonable attorney's fees associated with such investigation and resolution; (g) without limiting Contractor's obligations of indemnification as further described in this Contract, indemnify, defend, and hold harmless the State for any and all claims, including reasonable attorneys' fees, costs, and incidental expenses, which may be suffered by, accrued against, charged to, or recoverable from the State in connection with the occurrence; (h) be responsible for recreating lost State Data in the manner and on the schedule set by the State without charge to the State; and (i) provide to the State a detailed plan within ten (10) calendar days of the occurrence describing the measures Contractor will undertake to prevent a future occurrence. Notification to affected individuals, as described above, must comply with applicable law, be written in plain language, not be tangentially used for any solicitation purposes, and contain, at a minimum: name and contact information of Contractor's representative; a description of the nature of the loss; a list of the types of data involved; the known or approximate date of the loss; how such loss may affect the affected individual; what steps Contractor has taken to protect the affected individual; what steps the affected individual can take to protect himself or herself; contact information for major credit card reporting agencies; and, information regarding the credit and identity monitoring services to be provided by Contractor. The State will have the option to review and approve any notification sent to affected individuals prior to its delivery. Notification to any other party, including but not limited to public media outlets, must be reviewed and approved by the State in writing prior to its dissemination. This section survives termination or expiration of this Contract.

**32. Non-Disclosure of Confidential Information.** The parties acknowledge that each party may be exposed to or acquire communication or data of the other party that is confidential, privileged communication not intended to be disclosed to third parties. The provisions of this Section survive the termination of this Contract.

- a. Meaning of Confidential Information. For the purposes of this Contract, the term "**Confidential Information**" means all information and documentation of a party that: (a) has been marked "confidential" or with words of similar meaning, at the time of disclosure by such party; (b) if disclosed orally or not marked "confidential" or with words of similar meaning, was subsequently summarized in writing by the disclosing party and marked "confidential" or with words of similar meaning; and, (c) should reasonably be recognized as confidential information of the disclosing party. The term "Confidential Information" does not include any information or documentation that was: (a) subject to disclosure under the Michigan Freedom of Information Act (FOIA); (b) already in the possession of the receiving party without an obligation of confidentiality; (c) developed independently by the receiving party, as demonstrated by the receiving party, without violating the disclosing party's proprietary rights; (d) obtained from a source other than the disclosing party without an obligation of confidentiality; or, (e) publicly available when received, or thereafter became publicly available (other than through any unauthorized disclosure by, through, or on behalf of, the receiving party). For purposes of this Contract, in all cases and for all matters, State Data is deemed to be Confidential Information.
- b. Obligation of Confidentiality. The parties agree to hold all Confidential Information in strict confidence and not to copy, reproduce, sell, transfer, or otherwise dispose of, give or disclose such Confidential Information to third parties other than employees, agents, or subcontractors of a party who have a need to know in connection with this Contract or to use such Confidential Information for any purposes whatsoever other than the performance of this Contract. The parties agree to advise and require their respective employees, agents, and subcontractors of their obligations to keep all Confidential Information confidential. Disclosure to a subcontractor is permissible where: (a) use of a subcontractor is authorized under this Contract; (b) the disclosure is necessary or otherwise naturally occurs in connection with work that is within the subcontractor's responsibilities; and (c) Contractor obligates the subcontractor in a written contract to maintain the State's Confidential



Information in confidence. At the State's request, any employee of Contractor or any subcontractor may be required to execute a separate agreement to be bound by the provisions of this Section.

- c. Cooperation to Prevent Disclosure of Confidential Information. Each party must use its best efforts to assist the other party in identifying and preventing any unauthorized use or disclosure of any Confidential Information. Without limiting the foregoing, each party must advise the other party immediately in the event either party learns or has reason to believe that any person who has had access to Confidential Information has violated or intends to violate the terms of this Contract and each party will cooperate with the other party in seeking injunctive or other equitable relief against any such person.
- d. Remedies for Breach of Obligation of Confidentiality. Each party acknowledges that breach of its obligation of confidentiality may give rise to irreparable injury to the other party, which damage may be inadequately compensable in the form of monetary damages. Accordingly, a party may seek and obtain injunctive relief against the breach or threatened breach of the foregoing undertakings, in addition to any other legal remedies which may be available, to include, in the case of the State, at the sole election of the State, the immediate termination, without liability to the State, of this Contract or any Statement of Work corresponding to the breach or threatened breach.
- e. Surrender of Confidential Information upon Termination. Upon termination of this Contract or a Statement of Work, in whole or in part, each party must, within 5 calendar days from the date of termination, return to the other party any and all Confidential Information received from the other party, or created or received by a party on behalf of the other party, which are in such party's possession, custody, or control; provided, however, that Contractor must return State Data to the State following the timeframe and procedure described further in this Contract. Should Contractor or the State determine that the return of any Confidential Information is not feasible, such party must destroy the Confidential Information and must certify the same in writing within 5 calendar days from the date of termination to the other party. However, the State's legal ability to destroy Contractor data may be restricted by its retention and disposal schedule, in which case Contractor's Confidential Information will be destroyed after the retention period expires.

### **33. Data Privacy and Information Security.**

- a. Undertaking by Contractor. Without limiting Contractor's obligation of confidentiality as further described, Contractor is responsible for establishing and maintaining a data privacy and information security program, including physical, technical, administrative, and organizational safeguards, that is designed to: (a) ensure the security and confidentiality of the State Data; (b) protect against any anticipated threats or hazards to the security or integrity of the State Data; (c) protect against unauthorized disclosure, access to, or use of the State Data; (d) ensure the proper disposal of State Data; and (e) ensure that all employees, agents, and subcontractors of Contractor, if any, comply with all of the foregoing. In no case will the safeguards of Contractor's data privacy and information security program be less stringent than the safeguards used by the State, and Contractor must at all times comply with all applicable State IT policies and standards, which are available to Contractor upon request.
- b. Audit by Contractor. No less than annually, Contractor must conduct a comprehensive independent third-party audit of its data privacy and information security program and provide such audit findings to the State.
- c. Right of Audit by the State. Without limiting any other audit rights of the State, the State has the right to review Contractor's data privacy and information security program prior to the commencement of Contract Activities and from time to time during the term of this Contract. During the providing of the Contract Activities, on an ongoing basis from time to time and without notice, the State, at its own expense, is entitled to perform, or to have performed, an on-site audit of Contractor's data privacy and information security program. In lieu of an on-site audit, upon request by the State, Contractor agrees to complete, within 45 calendar days of receipt, an audit questionnaire provided by the State regarding Contractor's data privacy and information security program.
- d. Audit Findings. Contractor must implement any required safeguards as identified by the State or by any audit of Contractor's data privacy and information security program.

- e. State's Right to Termination for Deficiencies. The State reserves the right, at its sole election, to immediately terminate this Contract or a Statement of Work without limitation and without liability if the State determines that Contractor fails or has failed to meet its obligations under this Section.

**34. Payment Card Industry Data Security Standard.**

- a. Undertaking by Contractor. Contractors that process, transmit, store or affect the security of credit/debit cardholder data, must adhere to the Payment Card Industry Data Security Standard (PCI DSS). The Contractor is responsible for the security of cardholder data in its possession. The data may only be used to assist the State or for other uses specifically authorized by law.
- b. Cooperation to Notify of Breach. The Contractor must notify the State's Contract Administrator, within 48 hours of discovery, of any breaches in security where cardholder data has been compromised. In that event, the Contractor must provide full cooperation to the card associations (e.g. Visa, MasterCard, and Discover) and state acquirer representative(s), or a PCI approved third party, to conduct a thorough security review. The review must validate compliance with the PCI Data Security Standard for protecting cardholder data. The Contractor must provide, at the request of the State, the results of such third party security review. At the State's sole discretion, the State may perform its own security review, either by itself or through a PCI approved third party.
- c. Responsibilities for Costs Incurred. The Contractor is responsible for all costs incurred as the result of the breach. Costs may include, but are not limited to, fines/fees for non-compliance, card reissuance, credit monitoring, and any costs associated with a card association, PCI approved third party, or State initiated security review. Without limiting Contractor's obligations of indemnification as further described in this Contract, Contractor must indemnify, defend, and hold harmless the State for any and all claims, including reasonable attorneys' fees, costs, and incidental expenses, which may be suffered by, accrued against, charged to, or recoverable from the State in connection with the breach.
- d. Disposing of Cardholder Data. The Contractor must dispose of cardholder data when it is no longer needed in compliance with PCI DSS policy. The Contractor must continue to treat cardholder data as confidential upon contract termination.
- e. Audit by Contractor. The Contractor must provide the State's Contract Administrator with an annual Attestation of Compliance or a Report on Compliance showing the contractor is in compliance with the PCI Data Security Standard. The Contractor must notify the State's Contract Administrator of all failures to comply with the PCI Data Security Standard.

**35. CEPAS Electronic Receipt Processing Standard.** All electronic commerce applications that allow for electronic receipt of credit or debit card and electronic check transactions must be processed via the State's Centralized Electronic Payment Authorization System (CEPAS). To minimize the risk to the State, full credit/debit card numbers, sensitive authentication data, and full bank account information must never be stored on state-owned IT resources.

**36. Records Maintenance, Inspection, Examination, and Audit.** The State or its designee may audit Contractor to verify compliance with this Contract. Contractor must retain, and provide to the State or its designee and the auditor general upon request, all financial and accounting records related to the Contract through the term of the Contract and for 4 years after the latter of termination, expiration, or final payment under this Contract or any extension ("**Audit Period**"). If an audit, litigation, or other action involving the records is initiated before the end of the Audit Period, Contractor must retain the records until all issues are resolved.

Within 10 calendar days of providing notice, the State and its authorized representatives or designees have the right to enter and inspect Contractor's premises or any other places where Contract Activities are being performed, and examine, copy, and audit all records related to this Contract. Contractor must cooperate and provide reasonable assistance. If any financial errors are revealed, the amount in error must be reflected as a credit or debit on subsequent invoices until the amount is paid or refunded. Any remaining balance at the end of the Contract must be paid or refunded within 45 calendar days.

This Section applies to Contractor, any parent, affiliate, or subsidiary organization of Contractor, and any subcontractor that performs Contract Activities in connection with this Contract.

37. **Warranties and Representations.** Contractor represents and warrants: (a) Contractor is the owner or licensee of any Contract Activities that it licenses, sells, or develops and Contractor has the rights necessary to convey title, ownership rights, or licensed use; (b) all Contract Activities are delivered free from any security interest, lien, or encumbrance and will continue in that respect; (c) the Contract Activities will not infringe the patent, trademark, copyright, trade secret, or other proprietary rights of any third party; (d) Contractor must assign or otherwise transfer to the State or its designee any manufacturer's warranty for the Contract Activities; (e) the Contract Activities are merchantable and fit for the specific purposes identified in the Contract; (f) the Contract signatory has the authority to enter into this Contract; (g) all information furnished by Contractor in connection with the Contract fairly and accurately represents Contractor's business, properties, finances, and operations as of the dates covered by the information, and Contractor will inform the State of any material adverse changes; (h) all information furnished and representations made in connection with the award of this Contract is true, accurate, and complete, and contains no false statements or omits any fact that would make the information misleading; and that (i) Contractor is neither currently engaged in nor will engage in the boycott of a person based in or doing business with a strategic partner as described in 22 USC 8601 to 8606. A breach of this Section is considered a material breach of this Contract, which entitles the State to terminate this Contract under Section 23, Termination for Cause.
38. **Conflicts and Ethics.** Contractor will uphold high ethical standards and is prohibited from: (a) holding or acquiring an interest that would conflict with this Contract; (b) doing anything that creates an appearance of impropriety with respect to the award or performance of the Contract; (c) attempting to influence or appearing to influence any State employee by the direct or indirect offer of anything of value; or (d) paying or agreeing to pay any person, other than employees and consultants working for Contractor, any consideration contingent upon the award of the Contract. Contractor must immediately notify the State of any violation or potential violation of these standards. This Section applies to Contractor, any parent, affiliate, or subsidiary organization of Contractor, and any subcontractor that performs Contract Activities in connection with this Contract.
39. **Compliance with Laws.** Contractor must comply with all federal, state and local laws, rules and regulations.
40. **Reserved.**
41. **Reserved.**
42. **Nondiscrimination.** Under the Elliott-Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101, *et seq.*, the Persons with Disabilities Civil Rights Act, 1976 PA 220, MCL 37.1101, *et seq.*, and [Executive Directive 2019-09](#). Contractor and its subcontractors agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex (as defined in Executive Directive 2019-09), height, weight, marital status, partisan considerations, any mental or physical disability, or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position. Breach of this covenant is a material breach of this Contract.
43. **Unfair Labor Practice.** Under MCL 423.324, the State may void any Contract with a Contractor or subcontractor who appears on the Unfair Labor Practice register compiled under MCL 423.322.
44. **Governing Law.** This Contract is governed, construed, and enforced in accordance with Michigan law, excluding choice-of-law principles, and all claims relating to or arising out of this Contract are governed by Michigan law, excluding choice-of-law principles. Any dispute arising from this Contract must be resolved in Michigan Court of Claims. Contractor consents to venue in Ingham County, and waives any objections, such as lack of personal jurisdiction or *forum non conveniens*. Contractor must appoint agents in Michigan to receive service of process.
45. **Non-Exclusivity.** Nothing contained in this Contract is intended nor will be construed as creating any requirements contract with Contractor. This Contract does not restrict the State or its agencies from acquiring similar, equal, or like Contract Activities from other sources.
46. **Force Majeure.** Neither party will be in breach of this Contract because of any failure arising from any disaster or acts of god that are beyond their control and without their fault or negligence. Each party will use commercially reasonable efforts to resume performance. Contractor will not be relieved of a breach or delay caused by its

subcontractors. If immediate performance is necessary to ensure public health and safety, the State may immediately contract with a third party.

47. **Dispute Resolution.** The parties will endeavor to resolve any Contract dispute in accordance with this provision. The dispute will be referred to the parties' respective Contract Administrators or Program Managers. Such referral must include a description of the issues and all supporting documentation. The parties must submit the dispute to a senior executive if unable to resolve the dispute within 15 business days. The parties will continue performing while a dispute is being resolved, unless the dispute precludes performance. A dispute involving payment does not preclude performance.

Litigation to resolve the dispute will not be instituted until after the dispute has been elevated to the parties' senior executive and either concludes that resolution is unlikely, or fails to respond within 15 business days. The parties are not prohibited from instituting formal proceedings: (a) to avoid the expiration of statute of limitations period; (b) to preserve a superior position with respect to creditors; or (c) where a party makes a determination that a temporary restraining order or other injunctive relief is the only adequate remedy. This Section does not limit the State's right to terminate the Contract.

48. **Media Releases.** News releases (including promotional literature and commercial advertisements) pertaining to the Contract or project to which it relates must not be made without prior written State approval, and then only in accordance with the explicit written instructions of the State.
49. **Website Incorporation.** The State is not bound by any content on Contractor's website unless expressly incorporated directly into this Contract.
50. **Entire Agreement and Order of Precedence.** This Contract, which includes Schedule A – Statement of Work, and expressly incorporated schedules and exhibits, is the entire agreement of the parties related to the Contract Activities. This Contract supersedes and replaces all previous understandings and agreements between the parties for the Contract Activities. If there is a conflict between documents, the order of precedence is: (a) first, this Contract, excluding its schedules, exhibits, and Schedule A – Statement of Work; (b) second, Schedule A – Statement of Work as of the Effective Date; and (c) third, schedules expressly incorporated into this Contract as of the Effective Date. NO TERMS ON CONTRACTOR'S INVOICES, ORDERING DOCUMENTS, WEBSITE, BROWSE-WRAP, SHRINK-WRAP, CLICK-WRAP, CLICK-THROUGH OR OTHER NON-NEGOTIATED TERMS AND CONDITIONS PROVIDED WITH ANY OF THE CONTRACT ACTIVITIES WILL CONSTITUTE A PART OR AMENDMENT OF THIS CONTRACT OR IS BINDING ON THE STATE FOR ANY PURPOSE. ALL SUCH OTHER TERMS AND CONDITIONS HAVE NO FORCE AND EFFECT AND ARE DEEMED REJECTED BY THE STATE, EVEN IF ACCESS TO OR USE OF THE CONTRACT ACTIVITIES REQUIRES AFFIRMATIVE ACCEPTANCE OF SUCH TERMS AND CONDITIONS.
51. **Severability.** If any part of this Contract is held invalid or unenforceable, by any court of competent jurisdiction, that part will be deemed deleted from this Contract and the severed part will be replaced by agreed upon language that achieves the same or similar objectives. The remaining Contract will continue in full force and effect.
52. **Waiver.** Failure to enforce any provision of this Contract will not constitute a waiver.
53. **Survival.** The provisions of this Contract that impose continuing obligations, including warranties and representations, termination, transition, insurance coverage, indemnification, and confidentiality, will survive the expiration or termination of this Contract.
54. **Contract Modification.** This Contract may not be amended except by signed agreement between the parties (a "Contract Change Notice"). Notwithstanding the foregoing, no subsequent Statement of Work or Contract Change Notice executed after the Effective Date will be construed to amend this Contract unless it specifically states its intent to do so and cites the section or sections amended.

## Federal Provisions Addendum

The provisions in this addendum may apply if the purchase will be paid for in whole or in part with funds obtained from the federal government. If any provision below is not required by federal law for this Contract, then it does not apply and must be disregarded. If any provision below is required to be included in this Contract by federal law, then the applicable provision applies and the language is not negotiable. If any provision below conflicts with the State's terms and conditions, including any attachments, schedules, or exhibits to the State's Contract, the provisions below take priority to the extent a provision is required by federal law; otherwise, the order of precedence set forth in the Contract applies. Hyperlinks are provided for convenience only; broken hyperlinks will not relieve Contractor from compliance with the law.

### 1. Federally Assisted Construction Contracts

If this contract is a “**federally assisted construction contract**” as defined in [41 CFR Part 60-1.3](#), and except as otherwise may be provided under [41 CFR Part 60](#), then during performance of this Contract, the Contractor agrees as follows:

(1) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following:

Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

(2) The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

(3) The Contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the Contractor's legal duty to furnish information.

(4) The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(5) The Contractor will comply with all provisions of [Executive Order 11246](#) of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(6) The Contractor will furnish all information and reports required by [Executive Order 11246](#) of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(7) In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this Contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in [Executive Order 11246](#) of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in [Executive Order 11246](#) of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(8) The Contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of [Executive Order 11246](#) of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance:

Provided, however, that in the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

## **2. Davis-Bacon Act (Prevailing Wage)**

- a. If applicable, the Contractor (and its Subcontractors) for **prime construction contracts** in excess of \$2,000 must comply with the Davis-Bacon Act ([40 USC 3141-3148](#)) as supplemented by Department of Labor regulations ([29 CFR Part 5](#), "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction").
- b. The Contractor (and its Subcontractors) shall pay all mechanics and laborers employed directly on the site of the work, unconditionally and at least once a week, and without subsequent deduction or rebate on any account, the full amounts accrued at time of payment, computed at wage rates not less than those stated in the advertised specifications, regardless of any contractual relationship which may be alleged to exist between the Contractor or subcontractor and the laborers and mechanics;
- c. The Contractor will post the scale of wages to be paid in a prominent and easily accessible place at the site of the work;
- d. There may be withheld from the Contractor so much of accrued payments as the contracting officer considers necessary to pay to laborers and mechanics employed by the Contractor or any Subcontractor on the work the difference between the rates of wages required by the Contract to be paid laborers and mechanics on the work and the rates of wages received by the laborers and mechanics and not refunded to the Contractor or Subcontractors or their agents.

## **3. Copeland "Anti-Kickback" Act**

If applicable, the Contractor must comply with the [Copeland "Anti-Kickback" Act \(40 USC 3145\)](#), as supplemented by Department of Labor regulations ([29 CFR Part 3](#), "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"), which prohibits the Contractor and subrecipients from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled.

## **4. Contract Work Hours and Safety Standards Act**

If the Contract is **in excess of \$100,000** and **involves the employment of mechanics or laborers**, the Contractor must comply with [40 USC 3702](#) and [3704](#), as supplemented by Department of Labor regulations ([29 CFR Part 5](#)), as applicable.

## 5. Rights to Inventions Made Under a Contract or Agreement

If the Contract is funded by a federal "funding agreement" as defined under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

## 6. Clean Air Act

If this Contract is **in excess of \$150,000**, the Contractor must comply with all applicable standards, orders, and regulations issued under the Clean Air Act (42 USC 7401-7671q) and the Federal Water Pollution Control Act (33 USC 1251-1387). Violations must be reported to the federal awarding agency and the regional office of the Environmental Protection Agency.

## 7. Debarment and Suspension

A "contract award" (see [2 CFR 180.220](#)) must not be made to parties listed on the government-wide exclusions in the [System for Award Management](#) (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

## 8. Byrd Anti-Lobbying Amendment

If this Contract **exceeds \$100,000**, bidders and the Contractor must file the certification required under [31 USC 1352](#).

## 9. Procurement of Recovered Materials

Under [2 CFR 200.322](#), a non-Federal entity that is a state agency or agency of a political subdivision of a state **and its contractors** must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at [40 CFR part 247](#) that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

### Byrd Anti-Lobbying Certification

The following certification and disclosure regarding payments to influence certain federal transactions are made under FAR 52.203-11 and 52.203-12 and [31 USC 1352](#), the "Byrd Anti-Lobbying Amendment." Hyperlinks are provided for convenience only; broken hyperlinks will not relieve Contractor from compliance with the law.

1. [FAR 52.203-12](#), "Limitation on Payments to Influence Certain Federal Transactions" is hereby incorporated by reference into this certification.
2. The bidder, by submitting its proposal, hereby certifies to the best of his or her knowledge and belief that:
  - a. No federal **appropriated** funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress on his or her behalf in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any federal contract, grant, loan, or cooperative agreement;
  - b. If any funds **other than federal appropriated funds** (including profit or fee received under a covered federal transaction) have been paid, or will be paid, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress on his or her behalf **in connection with this solicitation**, the bidder must complete and submit, with its proposal, [OMB standard form LLL, Disclosure of Lobbying Activities](#), to the Solicitation Manager; and
  - c. He or she will include the language of this certification in all subcontract awards at any tier and require that all recipients of subcontract awards in excess of \$150,000 must certify and disclose accordingly.
3. This certification is a material representation of fact upon which reliance is placed at the time of Contract award. Submission of this certification and disclosure is a prerequisite for making or entering into this Contract under [31 USC 1352](#). Any person making an expenditure prohibited under this provision or who fails to file or amend the disclosure form to be filed or amended by this provision is subject to a civil penalty of not less than \$10,000, and not more than \$100,000, for each such failure.

Signed by:

\_\_\_\_\_

Donnie Scott

Idemia Identity & Security USA LLC

Date: \_\_\_\_\_



# STATE OF MICHIGAN

Contract No. 19000001026  
Statewide Fingerprinting Services

## SCHEDULE A STATEMENT OF WORK CONTRACT ACTIVITIES

### BACKGROUND

This Contract is for Statewide Applicant Fingerprinting Services with a data interface with the Michigan State Police (MSP) and the Michigan Workforce Background Check System (MWBCS). MSP and MWBC interface with the current end using agencies that are: the Michigan Department of Licensing and Regulatory Affairs (LARA), Michigan State Police (MSP), Michigan Department of Health and Human Services (MDHHS), Michigan Department of State (MDOS), Michigan Gaming Control Board (MGCB), Michigan Department of Corrections (MDOC), Michigan Department of Treasury (TREA), and Michigan Department of Education (MDE).

**Please Note:** that other State of Michigan Agencies may use this Contract in the future; and new requirements may be added as State Legislation is passed and put into effect.

All State Agencies are required under Public Act 427 of 2018 to fingerprint certain public employees, for the purpose of receiving criminal history record information MSP and Federal Bureau of Investigation (FBI).

The State of Michigan's agencies have historically utilized the services of this Contract in the following ways:

- MDHHS and LARA, utilize fingerprinting services to conduct background checks on all applicants whose jobs provide direct access to patients and residents in long term care, foster care facilities inpatient psychiatric, and forensic facilities. Providers covered under MCL 330.1134a, MCL 333.20173a, and MCL 400.734b include a health facility or agency that is a psychiatric facility or Intermediate Care Facilities for persons with Mental Retardation (ICF/MR), nursing homes, county medical care facilities, hospice, hospitals that provide swing bed services, homes for the aged, home health agency and adult foster care facilities.
  - MDHHS is required to conduct employee background checks for records of criminal history, or security risks, for employees and persons seeking employment at any of the State hospitals and centers.
  - MDHHS also utilizes fingerprinting services to check for records of criminal history on applicants and employees whose job requires direct access into the Law Enforcement Information Network (LEIN).
  - MDHHS also utilizes fingerprinting service to check prospective foster and adoptive parents.
  - LARA and the Michigan Department of Education (MDE) require fingerprinting services for Child Care provided, for both State and Non-State paid employees based on federal law requirements and Code of Federal Regulations (CFR) requirements.
  - LARA required fingerprinting services for Medical Marijuana Licensee Applicants, and Health Care Professional Licensees (Health Care Professionals much complete a BPL background check)
- MSP aids in the connection with the Michigan Workforce Background Check System. MSP's responsibilities include:
  - Assists with the Contractor's server connectivity to the MSP Automated Fingerprint Identification System (AFIS).
  - Provides the Contractor with the connectivity application and agreements for the connection at Contract implementation.
  - MSP will assign the Contractor a unique Origination Agency Identifier (ORI)/Agency ID
  - Provides training that will include explanation of MSP unique identifiers for Livescan requests, applicable laws for Livescan submissions, billing reconciliation, rejected print processing, etc.
  - MSP-Biometrics and Identification Division (MSP-BID) requires electronic applicant print submissions from governmental units. The Contract does not prevent the Contractor from entering into an agreement to provide service for applicant print processing as an agent for a governmental unit.
- MDOC:

- Public Act 140 of 1966 prohibits MDOC from hiring individuals who are subject to any pending felony charges. Also, Public Act 191 of 2017 allows MDOC to consider applicants who have been convicted of a felony if the applicants appointment will not negatively impact public safety or the operation of MDOC. Based on both Public Acts, MDOC fingerprints all new employees.
- MDOS:
  - The Michigan Vehicle Code (Public Act 300 of 1949 Section 257.307 17b as amended by P.A. 7, 2008) provides that MDOS will subject all persons who have the ability to affect the identity information that appears on driver's licenses and State personal identification cards to security clearance requirements that include a name based and fingerprint based criminal history check.
  - MDOS is required to conduct employee background checks for reliability, records of criminal history, or security risks for employees issuing enhanced driver's licenses and enhanced personal identification cards. This is required as specified in a Memorandum of Agreement between the State of Michigan and the Department of Homeland Security; details are included in the State of Michigan Business Plan for Implementation of the Enhanced Driver License/Personal Identification Card.
- MGCB obtains fingerprinting services to conduct background check on qualifying individuals seeking to do business with the three Detroit Casinos. The Michigan Gaming and Revenue Act 432.221, Section 21 requires a criminal history record investigation.
- Treasury is required under Public Act 427 of 2018, and IRS Publication 1075, to fingerprint certain employees, for the purpose of receiving criminal history record information from MSP and the Federal Bureau of Investigation (FBI).

## SCOPE

The Contractor must provide coverage for the following:

- Applicant Scheduling
- Electronic fingerprint and demographic capture and submission
- Fee collection
- Electronic funds transfer and reconciliation
- Information reporting
- Data interface to MSP AFIS
- Data interface to LARA's unique ID# and the Michigan Workforce Background Check System
- Customer support for billing and fingerprinting issues

## REQUIREMENTS

The Contractor must provide Deliverables/Services and staff, and otherwise do all things necessary for or, incidental to the performance of work, as set forth below.

### 1. Fingerprinting Services General Requirements

#### 1.1 Mandatory Minimum Requirement

- A. The Contractor must be capable of data interfacing with the Michigan State Polices (MSP) Automated Fingerprint System (AFIS).
- B. The Contractor must be capable of data interfacing with the State of Michigan's Licensing and Regulatory Affairs (LARA) Unique Identification Number (ID#), and the Michigan Workforce Background Check System.
- C. The Contractor must meet the Federal Bureau of Investigation (FBI) Electronic Biometric Transmission Specifications (EBT) and the Michigan State Police's EBTS. This requirement must be completed by May 1, 2020 to provide no interruption to the State of Michigan.
- D. The Contractor must use a Michigan State Police (MSP) Automated Print Identification (API) approved Live Scan equipment. The State will verify the Contractor's certification with the FBI. This requirement must be completed by May 1, 2020 to provide no interruption to the State of Michigan.  
The Contractor must provide information detailing their capability to:
  - Provide all the data transmission processes required in the Michigan Electronic Biometrics Transmission Specifications (EBTS).
  - Provide an interface to the MSP AFIS that meets the Michigan EBTS specifications, this include the requirement of Security File Transfer Protocol (SFTP). Vendor will be required to change to SFTP for the interface to AFIS in the near future.
  - Please refer to Schedule G, for a list of approved fingerprint collection equipment.

## 1.2 Fingerprinting Service Requirements

### A. Prior to any fingerprinting capture services:

- The Contractor must request and examine a valid, unexpired State or Federal Government-issued pictured ID, to ensure that the person printed is the one with the appointment.
- When requested, the Contractor must be able to verify and provide proof that Livescan operators have performed identity verification prior to printing, within 24-hours of MSP request.
  - Proof of verification is considered as: a document or log that contains the technician's name, timestamp and type of ID presented.
- The Contractor must ensure the person printed is presenting an RI-030 Livescan Fingerprint Background Check Request from with the associated Requestor ID and Fingerprint Reason.
  - The Livescan operator must complete the Livescan operator section and return the RI-030 to the person printed.

**Please Note:** Each instance where the Contractor cannot provide proof, upon request, that the Livescan operator verified the identity of the applicant constitutes as a breach of Contract and is subject to penalty of \$500.00 per incident. \*Penalty also noted in Section 13.B Liquidated Damages

### B. The Contractor must provide the applicant with a Tracking Control Number (TCN) at the time of fingerprint collection. At the conclusion of the fingerprinting process, the Contractor provides an electronically printed receipt indicating the Tracking Control Number (TCN). The receipt also contains the applicant's first and last name, agency ID number, fingerprint reason, fingerprinting date/time and location. Figure 3 provides a sample applicant receipt. This information will also be available to the applicant via the pre-enrollment website and Call Center.

### C. The Contractor must have the ability to accept and submit fingerprints from out-of-state applicants and convert them into acceptable digital records for submission.

**Please Note:** Out-of-state applicants will have the option to have prints collection at a location of their choice. Please provide a brief list of out-of-state collection locations, if applicable.

The Contractor offers options for applicants to enroll within the Identogo® Enrollment Centers located outside the State of Michigan. To better serve non-residents who need to submit for fingerprint background checks, the Contractor established more than 300 nationwide locations for out-of-state printing; and are continually expanding this footprint and expect to have 600 locations by June 2020. This out-of-state livescan service eliminates delays associated with mailing hard cards and improves the applicant experience by offering an efficient one-stop solution instead of the standard hard card ink and roll card scan process.

Applicants utilizing these Centers will pay the local fingerprint capture fee in addition to their Michigan fee for this service.

Contractor will continue to accept manual ink and roll cards from applicants who are unable or unwilling to utilize the out-of-state UEP locations for in-person printing.

Contractor's card scanning service employs commercial off-the-shelf (COTS) card scanning workstations, which are FBI-certified to the IAFIS IQS Scanner Requirements. Processing of applicant demographic and biographic information capture is guided by the same FBI Electronic Biometric Transmission Specifications (EBTS) standard, and submissions and processing are no different once the hard cards are received and digitized. Contractor's solution will transmit converted records to MSP electronically in the same format as a livescan transmission. The Contractor will process all hard card records within 24 hours of receipt.

### D. The Contractor must ensure applicants who are hearing impaired or who have limited English proficiency will be accommodated.

The Contractor's Call Center must be compatible with devices used by hearing impaired applicants, including TTY/TTD services. Contractor must have a fully trained staff of bilingual (English and Spanish) Customer Service Representatives (CSRs) to assist applicants.

In addition, applicants may use a toll-free fax number or the secure website to schedule their appointment. Our website supports English and Spanish languages. If needed during a fingerprinting session, our Spanish-speaking CSRs provide translation assistance to Enrollment Agents by telephone.

### E. The Contractor must destroy all personal information and fingerprints collected electronically or hard copy for applicants within 30 days of successful submission to MSP's AFIS. Any paper copies of scheduling or request forms must be destroyed on-site by means of crosscut shredder.

## 2. Fingerprinting Services – Interfacing

### 2.1 Interface Requirements

- A. The Contractor must be capable of electronic fingerprint and \*demographic capture, this must be transmitted to the State from a single connection.

\*Demographic captures – See the Michigan Electronic Biometrics Transmission Specifications (EBTS).

All Contractor's livescans will be connected to the Contractor's fingerprint server using Transport Layer Security (TLS) encrypted VPN connections, ensuring that all demographic and biometric data is securely encrypted during the entire process.

The Contractor's UEP solution will continue the process of transmitting using a single connection. UEP enhances the data encryption as the livescan workstation encrypts fingerprints and data first, then transmits over an encrypted connection.

- B. The Contractor must be able to demonstrate their ability to collect State and Federal Bureau of Investigation (FBI) print processing fees via electronic transfer, credit card, check, etc.

Once the State has approved the Contractor to transition to UEP, the Contractor will add the ability to have the applicants pay on-site using credit card. The Contractor's billing accounts will also transition to more secure No Charge Authorization Codes (NCAC) accounts, allowing the billing account holders to better control which applicants have the ability to use their accounts.

- C. The Contractor must be capable of depositing State and FBI fingerprint fees by Electronic Funds Transfer (EFT) to a designated State of Michigan account (account to be provided after Contract award.)

- D. The Contractor must have the ability in-place to:

- Track the electronic submission of fingerprints and acknowledgement of receipt from MSP's AFIS.
- Monitor submissions and acknowledgements automatically
- Re-send submissions that have not been acknowledged
- Refrain from sending duplicate submissions of successfully sent transmissions
- Ability to track rejection of fingerprints from the MSP's AFIS
- Correct data errors and resubmit and notify customer of the need to be re-fingerprinted when fingerprints are rejected due to poor image quality

**Please Note:** Submissions must be able to be sent at a user-defined rate, of a minimum of 50 per hour.

- E. The Contractor is responsible for finding a Data Gateway or means to connect/interface with the State, and is responsible for all connectivity costs. Please provide the name of your organizations proposed host vendor who will be responsible for all connective and interface requirements.

- F. The Contractor must provide a Interface Connection host vendor that will meet the security standards for DTMB, MSP and the FBI (See Schedule C).

- G. The Contractor must be capable of providing all the data transmission processes described in Schedule D – The Interface between the Contractor and the Michigan Workforce Background Check System.

- H. Upon Contract award, the Contractor must complete and submit an "application to connect" provided by MSP within 10 business days to MSP-BID for approval.

- I. The Contractor must maintain a host vendor that meets the following FedRAMP security protocols, and provide documentation of:

- Complete system description
- Complete detail of the system's security control implementation
- Overview of systems assessment methodology
- In addition, the Contractor must ensure that the specifications defined in Schedule E – Data Security Requirements will also be met – Please refer to Schedule E.

A complete list of Marketplace approved FedRAMP vendors can be found at: <https://www.fedramp.gov/>.

**Please Note:** it is required that the host vendor maintains Moderate or High-Level FedRAMP security protocols.

## 2.2 Live Scan Equipment Specifications

Please refer to Schedule G – for a list of approved Livescan equipment/devices.

- A.** The Contractor's Livescan device must meet MSP and FBI specification for electronic transmission. The Contractor is responsible for procuring, updating, and maintaining all hardware and software required to meet the requirements of this Contract. The Contractor must explain and provide a plan for addressing hardware and software requirements and describe how the Livescan requirements will be met.

The Contractor will utilize the TouchPrint™ 4100 Enhanced Definition Scanner. The FBI certified the TouchPrint 4100 livescan as tested and in compliance with the FBI's Next Generation Identification (NGI) initiatives and IAFIS Image Quality Specifications (IQS). The TouchPrint™ 4100 is capable of capturing standard ten print fingerprint roll and flat images as well as 4,4,2 slap only capture.

When IDEMIA USA deploys the new UEP solution, the Contractor will provide new equipment, including new laptops, document authentication devices, and the UEP software. The solution will also use the TouchPrint™ 4100 livescan device to capture fingerprint images.

- B.** The Contractor must also provide regular calibration and software updates to all equipment as prescribed by the hardware manufacturer specifications and or, when requested by the State.

A log must be maintained at each site and must be available at MSP's request.

**Please Note:** All collection equipment must be tested and re-certified when such software changes/updates are required, prior to use.

## 3. Livescan Appointment Location(s), Scheduling and Work Hours

- A.** The Contractor must have fingerprint locations within a 25-mile radius of any point in the State, except for low volume counties (see [Schedule F](#)) where the site must be within a 50-mile radius.

**Please Note:** This requirement may be satisfied with a permanent office or mobile unit(s). Please provide a list of permanent office locations and the number of mobile units that are available to fulfill the requirements of the Contract, along with the mobile office availability plan (including day, locations, times, etc.).

IDEMIA USA will have a minimum of 60 permanent and mobile fingerprint locations (Enrollment Centers) throughout the State to comply with the 25-mile radius of any point in the State, except for low volume counties where the Enrollment Center will be within a 50-mile radius of any point in the State.



**Figure 1: IDEMIA USA’s Proposed Enrollment Centers**

Applicants will have access to 60 Enrollment Centers throughout the State of Michigan. We have 58 Enrollment Centers already in operation today, with two additional Centers coming onboard under the new contract.

**Proposed Permanent and Mobile Enrollment Centers in Michigan**

	<b>City</b>	<b>Required Radius</b>	<b>Type</b>
1	Adrian	25 mile	Permanent
2	Ann Arbor	25 mile	Permanent
3	Battle Creek	25 mile	Permanent
4	Bay City	25 mile	Permanent
5	Benton Harbor	25 mile	Permanent
6	Brighton	25 mile	Permanent
7	Burton	25 mile	Permanent
8	Cassopolis	25 mile	Permanent
9	Center Line	25 mile	Permanent
10	Chelsea	25 mile	Permanent
11	Coldwater	25 mile	Permanent
12	Dearborn	25 mile	Permanent
13	Deckerville	25 mile	Permanent
14	Detroit	25 mile	Permanent
15	Farmington Hills	25 mile	Permanent
16	Fenton	25 mile	Permanent

	<b>City</b>	<b>Required Radius</b>	<b>Type</b>
17	Flint	25 mile	Permanent
18	Grand Rapids	25 mile	Permanent
19	Holland	25 mile	Permanent
20	Jackson	25 mile	Permanent
21	Kalamazoo	25 mile	Permanent
22	Lansing	25 mile	Permanent
23	Lansing	25 mile	Permanent
24	Livonia	25 mile	Permanent
25	Monroe	25 mile	Permanent
26	Mt. Pleasant	25 mile	Permanent
27	North Muskegon	25 mile	Permanent
28	Port Huron	25 mile	Permanent
29	Portland	25 mile	Permanent
30	Saginaw	25 mile	Permanent
31	Shelby Township	25 mile	Permanent
32	Sturgis	25 mile	Permanent
33	Taylor	25 mile	Permanent
34	Alpena	50 mile	Mobile
35	Bergland	50 mile	Mobile
36	Big Rapids	50 mile	Mobile
37	Cadillac	50 mile	Mobile
38	Cheboygan	50 mile	Mobile
39	East Jordan	50 mile	Mobile
40	East Tawas	50 mile	Mobile
41	Escanaba	50 mile	Mobile
42	Gaylord	50 mile	Mobile
43	Gladwin	50 mile	Mobile
44	Houghton	50 mile	Mobile
45	Iron Mountain	50 mile	Mobile
46	Ironwood	50 mile	Mobile
47	Kalkaska	50 mile	Mobile
48	L'Anse	50 mile	Mobile
49	Ludington	50 mile	Mobile
50	Marquette	50 mile	Mobile
51	Menominee	50 mile	Mobile
52	Newberry	50 mile	Mobile
53	Rogers City	50 mile	Mobile
54	Sault Ste. Marie	50 mile	Mobile
55	St. Ignace	50 mile	Mobile
56	Standish	50 mile	Mobile
57	Traverse City	50 mile	Mobile
58	West Branch	50 mile	Mobile
59	Owosso	25 Mile	Permanent
60	Lapeer MI	25 Mile	Permanent

To benefit the agencies and applicants the Contractor serves, each Enrollment Center, large or small, will have a similar professional appearance with our IdentoGO® branding standards. These standards ensure

compliance with accessibility laws, such as the American with Disabilities Act (ADA), as well as consistent graphic and visual components, such as interior and exterior signage, informational materials, and displays. The professional branding is friendly and welcoming, giving subjects confidence in our ability to meet their needs.

All locations, including Contractor's partner locations, will be clean, well maintained, and provide seating and public restroom facilities that are also compliant with ADA requirements. The Enrollment Centers will convey comfort, convenience, and professionalism, with readily available information and streamlined processes to meet the needs of Michigan applicants efficiently.

To provide added accessibility to Michigan applicants, the Contractor will leverage mobile Enrollment Centers already established in the State. Contractor will provide a minimum of 18 mobile Enrollment Centers. These Enrollment Centers provide additional hours of service, including evenings and weekends. We will also assess the applicant volume and make any necessary adjustments to hours of operation, as necessary.

**IDEMIA USA's Proposed Mobile Enrollment Centers Availability Plan**

	<b>City</b>	<b>Required Radius</b>	<b>Type</b>	<b>Days/Hours of Operation</b>
1	Alpena	50 mile	Mobile	Monday through Friday: 9:00 A.M. - 4:30 P.M.
2	Bergland	50 mile	Mobile	Every Other Thursday: 10:00 A.M. - 3:00 P.M.
3	Big Rapids	50 mile	Mobile	Every Other Thursday: 10:00 A.M. - 3:00 P.M. Every Other Thursday: 12:00 P.M. - 5:00 P.M.
4	Cadillac	50 mile	Mobile	Wednesday: 11:00 A.M. - 6:00 P.M.
5	Cheboygan	50 mile	Mobile	Monday, Tuesday, Thursday, Friday: 11:00 A.M. - 3:00 P.M. Wednesday: 1:00 P.M. - 5:30 P.M.
6	East Jordan	50 mile	Mobile	Every Other Thursday: 12:30 P.M. - 4:00 P.M. E/very Other Thursday: 2:00 P.M. - 7:00 P.M.
7	East Tawas	50 mile	Mobile	Monday and Friday: 9:00 A.M. - 5:00 P.M. Wednesday: 11:00 A.M. - 7:00 P.M.



	<b>City</b>	<b>Required Radius</b>	<b>Type</b>	<b>Days/Hours of Operation</b>
8	Escanaba	50 mile	Mobile	Monday, Tuesday, Thursday, Friday: 10:30 A.M. - 4:00 P.M. Wednesday: 10:30 A.M. - 5:00 P.M. Saturday: 10:30 A.M. - 1:00 P.M.
9	Gaylord	50 mile	Mobile	Every Other Tuesday: 10:00 A.M. - 3:00 P.M. Every Other Tuesday: 11:00 A.M. - 6:00 P.M.
10	Gladwin	50 mile	Mobile	Every Other Friday: 12:00 P.M. - 4:00 P.M.
11	Houghton	50 mile	Mobile	Every Other Friday: 9:00 A.M. - 12:00 P.M. Every Other Friday: 11:00 A.M. - 5:00 P.M.
12	Iron Mountain	50 mile	Mobile	Monday through Thursday: 9:30 A.M. - 5:00 P.M. Friday: 9:30 A.M. - 4:00 P.M.
13	Ironwood	50 mile	Mobile	Every Other Tuesday: 11:00 A.M. - 3:00 P.M.
14	Kalkaska	50 mile	Mobile	Every Other Monday: 11:00 A.M. - 4:00 P.M.
15	L'Anse	50 mile	Mobile	Every Other Thursday: 10:00 A.M. - 3:00 P.M.
16	Ludington	50 mile	Mobile	Every Other Friday: 1:00 P.M. - 5:00 P.M.
17	Marquette	50 mile	Mobile	Every Other Monday: 10:00 A.M. - 2:00 P.M. Every Other Monday:

	City	Required Radius	Type	Days/Hours of Operation
18	Menominee	50 mile	Mobile	12:00 P.M. - 5:30 P.M. Wednesday: 10:00 A.M. - 2:00 P.M. Second Tuesday of the Month: 11:00 A.M. - 2:00 P.M.
19	Newberry	50 mile	Mobile	Every Other Friday: 3:00 P.M. - 5:30 P.M.
20	Rogers City	50 mile	Mobile	Every Other Wednesday: 10:30 A.M. - 12:30 P.M. Every Other Wednesday: 3:30 P.M. - 5:30 P.M.
21	Sault Ste. Marie	50 mile	Mobile	Monday: 9:00 A.M. - 5:00 P.M. Thursday: 12:00 P.M. - 6:00 P.M.

	City	Required Radius	Type	Days/Hours of Operation
22	St. Ignace	50 mile	Mobile	Every Other Wednesday: 11:00 A.M. - 1:00 P.M. Every Other Wednesday: 3:00 P.M. - 7:00 P.M.
23	Standish	50 mile	Mobile	Every Other Wednesday: 1:00 P.M. - 4:30 P.M.
24	Traverse City	50 mile	Mobile	Monday, Tuesday, Thursday & Friday: 10:00 A.M. - 5:00 P.M.
25	West Branch	50 mile	Mobile	Every Other Monday: 9:00 A.M. - 3:00 P.M. Every Other Wednesday: 12:00 P.M. - 6:00 P.M.

**Livescan Appointment Scheduling:**

- B. The Contractor must schedule the applicants fingerprint appointment within 24-hours of receiving the fax or requests received through the Contractor's Website.

**Call Center Appointment Scheduling**

IDEMIA USA operates a toll-free, hearing-impaired bilingual (English and Spanish) Call Center to assist applicants with applicant scheduling, or "pre-enrollment." During the pre-enrollment process, applicants can conveniently locate Enrollment Centers, schedule or change appointments, provide demographic information, request information, and track transactions.

*IDEMIA USA operates Call Centers in multiple U.S. cities to minimize outages due to disaster, weather, or telecommunications issues.*

The Contractor's Call Center will support the State of Michigan program through the hours of operation from 8:00 A.M. to 5:00 P.M. Eastern Time, Monday through Friday, and 8:00 A.M. to 12:00 P.M. Eastern Time on Saturday. Customer Service Representatives will be available to assist applicants with questions about the application/registration process, process payments, fingerprint site locations, and the overall fingerprinting process.

*The Contractor's CSRs are bilingual (i.e., English and Spanish) and assist applicants with pre-enrollment, answering questions about the fingerprinting process, or providing status on the customer's enrollment.*

The Contractor's Interactive Voice Response (IVR) will service applicants who call outside of the business hours. A recorded message will direct them to our secure Pre-Enrollment Website where they can register 24 hours a day, seven days a week. They will also have the option of leaving a voicemail message, which the Contractor's CSRs will return during normal business hours within one business day.

**Toll-Free Fax**

Applicants can schedule a fingerprinting session by utilizing the Contractor's toll-free fax number: (844) 321-2101 or (515) 262-2600. The Contractor monitors fax machines throughout the day and generally process all requests for appointments within four hours of receipt. The Contractor will process faxed requests within one business day of receipt.

**Online Appointment Scheduling**

IDEMIA USA offers web scheduling and pre-enrollment for Michigan applicants via the current dedicated website. The website is available 24 hours a day, seven days a week with minimal downtime for routine maintenance. The Contractor schedules routine maintenance to occur during low traffic hours to minimize any disruption to applicants.

- C. All fingerprinting must be completed within 10 business days from the date the applicant contacts the scheduling service. This timeframe must be met for both permanent offices and mobile units.

**Livescan Location Work Hours:**

- D. The Contractor must have fingerprinting locations available Statewide, during the following hours:
- **Day-time Collections Hours:** Must be made available between the hours of 8:00a.m. to 5:00p.m.

**IDEMIA USA Enrollment Centers Provide Day-time Collection Hours**

	City	Required Radius	Type	Days/Hours of Operation
1	Adrian	25 mile	Permanent	Monday, Tuesday, Wednesday, Friday: 8:00 A.M. – 5:00 P.M. Thursday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
2	Ann Arbor	25 mile	Permanent	Monday, Tuesday, Wednesday, Friday: 8:00 A.M. – 5:00 P.M. Thursday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.

	City	Required Radius	Type	Days/Hours of Operation
3	Battle Creek	25 mile	Permanent	Monday, Tuesday, Wednesday, Friday: 8:00 A.M. – 5:00 P.M. Thursday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
4	Bay City	25 mile	Permanent	Monday, Tuesday, Wednesday, Friday: 8:00 A.M. – 5:00 P.M. Thursday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
5	Benton Harbor	25 mile	Permanent	Monday, Tuesday, Wednesday, Friday: 8:00 A.M. – 5:00 P.M. Thursday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
6	Burton	25 mile	Permanent	Monday, Tuesday, Wednesday, Friday: 8:00 A.M. – 5:00 P.M. Thursday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
7	Brighton	25 mile	Permanent	Monday, Tuesday, Wednesday, Friday: 8:00 A.M. – 5:00 P.M. Thursday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
8	Cassopolis	25 mile	Permanent	Monday, Wednesday, Thursday, Friday: 8:00 A.M. – 5:00 P.M. Tuesday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
9	Center Line	25 mile	Permanent	Monday, Tuesday, Wednesday, Friday: 8:00 A.M. – 5:00 P.M. Thursday:

	City	Required Radius	Type	Days/Hours of Operation
				12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
10	Chelsea	25 mile	Permanent	Monday, Wednesday, Thursday, Friday: 8:00 A.M. – 5:00 P.M. Tuesday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
11	Coldwater	25 mile	Permanent	Monday, Tuesday, Wednesday, Friday: 8:00 A.M. – 5:00 P.M. Thursday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
12	Dearborn	25 mile	Permanent	Monday, Tuesday, Wednesday, Friday: 8:00 A.M. – 5:00 P.M. Thursday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
13	Deckerville	25 mile	Permanent	Monday, Wednesday, Thursday, Friday: 8:00 A.M. – 5:00 P.M. Tuesday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
14	Detroit	25 mile	Permanent	Monday, Tuesday, Wednesday, Friday: 8:00 A.M. – 5:00 P.M. Thursday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
15	Farmington Hills	25 mile	Permanent	Monday, Wednesday, Thursday, Friday: 8:00 A.M. – 5:00 P.M. Tuesday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.

	City	Required Radius	Type	Days/Hours of Operation
16	Fenton	25 mile	Permanent	Monday, Tuesday, Wednesday, Friday: 8:00 A.M. – 5:00 P.M. Thursday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
17	Flint	25 mile	Permanent	Monday, Wednesday, Thursday, Friday: 8:00 A.M. – 5:00 P.M. Tuesday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
18	Grand Rapids	25 mile	Permanent	Monday, Wednesday, Thursday, Friday: 8:00 A.M. – 5:00 P.M. Tuesday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
19	Holland	25 mile	Permanent	Monday, Tuesday, Wednesday, Friday: 8:00 A.M. – 5:00 P.M. Thursday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
20	Jackson	25 mile	Permanent	Monday, Wednesday, Thursday, Friday: 8:00 A.M. – 5:00 P.M. Tuesday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
21	Kalamazoo	25 mile	Permanent	Monday, Tuesday, Wednesday, Friday: 8:00 A.M. – 5:00 P.M. Thursday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
22	Lansing	25 mile	Permanent	Monday, Wednesday, Thursday, Friday: 8:00 A.M. – 5:00 P.M. Tuesday:

	City	Required Radius	Type	Days/Hours of Operation
				12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
23	Lansing	25 mile	Permanent	Monday, Tuesday, Wednesday, Friday: 8:00 A.M. – 5:00 P.M. Thursday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
24	Livonia	25 mile	Permanent	Monday, Tuesday, Wednesday, Friday: 8:00 A.M. – 5:00 P.M. Thursday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
25	Monroe	25 mile	Permanent	Monday, Tuesday, Wednesday, Friday: 8:00 A.M. – 5:00 P.M. Thursday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
26	Mt. Pleasant	25 mile	Permanent	Monday, Tuesday, Wednesday, Friday: 8:00 A.M. – 5:00 P.M. Thursday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
27	North Muskegon	25 mile	Permanent	Monday, Tuesday, Wednesday, Friday: 8:00 A.M. – 5:00 P.M. Thursday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
28	Port Huron	25 mile	Permanent	Monday, Wednesday, Thursday, Friday: 8:00 A.M. – 5:00 P.M. Tuesday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.

	City	Required Radius	Type	Days/Hours of Operation
19	Portland	25 mile	Permanent	Monday, Wednesday, Thursday, Friday: 8:00 A.M. – 5:00 P.M. Tuesday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
30	Saginaw	25 mile	Permanent	Monday, Wednesday, Thursday, Friday: 8:00 A.M. – 5:00 P.M. Tuesday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
31	Shelby Township	25 mile	Permanent	Monday, Wednesday, Thursday, Friday: 8:00 A.M. – 5:00 P.M. Tuesday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
32	Sturgis	25 mile	Permanent	Monday, Wednesday, Thursday, Friday: 8:00 A.M. – 5:00 P.M. Tuesday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
33	Taylor	25 mile	Permanent	Monday, Wednesday, Thursday, Friday: 8:00 A.M. – 5:00 P.M. Tuesday: 12:00 P.M. – 7:00 P.M. Every Other Saturday: 9:00 A.M. – 12:00 P.M.
34	Alpena	50 mile	Permanent	Monday through Friday: 9:00 A.M. - 4:30 P.M.
35	Bergland	50 mile	Mobile	Every Other Thursday: 10:00 A.M. - 3:00 PM
36	Big Rapids	50 mile	Mobile	Every Other Thursday: 10:00 A.M. - 3:00 PM Every Other Thursday: 12:00 P.M. - 5:00 P.M.
37	Cadillac	50 mile	Mobile	Wednesday: 11:00 A.M. - 6:00 P.M.



	City	Required Radius	Type	Days/Hours of Operation
38	Cheboygan	50 mile	Mobile	Monday, Tuesday, Thursday, Friday: 11:00 A.M. - 3:00 P.M. Wednesday: 1:00 P.M. - 5:30 P.M.
39	East Jordan	50 mile	Mobile	Every Other Thursday: 12:30 P.M. - 4:00 P.M. E/very Other Thursday: 2:00 P.M. - 7:00 P.M.
40	East Tawas	50 mile	Mobile	Monday and Friday: 9:00 A.M. - 5:00 P.M. Wednesday: 11:00 A.M. - 7:00 P.M.
41	Escanaba	50 mile	Mobile	Monday, Tuesday, Thursday, Friday: 10:30 A.M. - 4:00 P.M. Wednesday: 10:30 A.M. - 5:00 P.M. Saturday: 10:30 A.M. - 1:00 P.M.
42	Gaylord	50 mile	Mobile	Every Other Tuesday: 10:00 A.M. - 3:00 P.M. Every Other Tuesday: 11:00 A.M. - 6:00 P.M.
43	Gladwin	50 mile	Mobile	Every Other Friday: 12:00 P.M. - 4:00 P.M.
44	Houghton	50 mile	Mobile	Every Other Friday: 9:00 A.M. - 12:00 P.M. Every Other Friday: 11:00 A.M. - 5:00 P.M.
45	Iron Mountain	50 mile	Mobile	Monday through Thursday: 9:30 A.M. - 5:00 P.M. Friday: 9:30 A.M. - 4:00 P.M.
46	Ironwood	50 mile	Mobile	Every Other Tuesday: 11:00 A.M. - 3:00 P.M.
47	Kalkaska	50 mile	Mobile	Every Other Monday: 11:00 A.M. - 4:00 P.M.
48	L'Anse	50 mile	Mobile	Every Other Thursday: 10:00 A.M. - 3:00 P.M.
49	Ludington	50 mile	Mobile	Every Other Friday: 1:00 P.M. - 5:00 P.M.
50	Marquette	50 mile	Mobile	Every Other Monday: 10:00 A.M. - 2:00 P.M.

	City	Required Radius	Type	Days/Hours of Operation
				Every Other Monday: 12:00 P.M. - 5:30 P.M. Wednesday: 10:00 A.M. - 2:00 P.M.
51	Menominee	50 mile	Mobile	Second Tuesday of the Month: 11:00 A.M. – 2:00 P.M.
52	Newberry	50 mile	Mobile	Every Other Friday: 3:00 P.M. - 5:30 P.M.
53	Rogers City	50 mile	Mobile	Every Other Wednesday: 10:30 A.M. - 12:30 P.M. Every Other Wednesday: 3:30 P.M. - 5:30 P.M.
54	Sault Ste. Marie	50 mile	Mobile	Monday: 9:00 A.M. - 5:00 P.M. Thursday: 12:00 P.M. - 6:00 P.M.
55	St. Ignace	50 mile	Mobile	Every Other Wednesday: 11:00 A.M. - 1:00 P.M. Every Other Wednesday: 3:00 P.M. - 7:00 P.M.
56	Standish	50 mile	Mobile	Every Other Wednesday: 1:00 P.M. - 4:30 P.M.
57	Traverse City	50 mile	Mobile	Monday, Tuesday, Thursday & Friday: 10:00 A.M. - 5:00 P.M.
58	West Branch	50 mile	Mobile	Every Other Monday: 9:00 A.M. - 3:00 P.M. Every Other Wednesday: 12:00 P.M. - 6:00 P.M.
59	Owosso	25 Mile	Permanent	<i>TBD</i>
60	Lapeer	25 Mile	Permanent	<i>TBD</i>

- **Evening Collection Hours:** Must include at least one day per week, during evening hours, preferably between 5:00 p.m. – 7:00 p.m. EST to accommodate daytime employed applicants.
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### **IDEMIA USA Enrollment Centers Provide Evening Hours**

	City	Type	Days/Hours of Operation
1	Adrian	Permanent	Thursday: 12:00 P.M. – 7:00 P.M.
2	Ann Arbor	Permanent	Thursday: 12:00 P.M. – 7:00 P.M.
3	Battle Creek	Permanent	Thursday: 12:00 P.M. – 7:00 P.M.
4	Bay City	Permanent	Thursday: 12:00 P.M. – 7:00 P.M.

	City	Type	Days/Hours of Operation
5	Benton Harbor	Permanent	Thursday: 12:00 P.M. – 7:00 P.M.
6	Burton	Permanent	Thursday: 12:00 P.M. – 7:00 P.M.
7	Brighton	Permanent	Thursday: 12:00 P.M. – 7:00 P.M.
8	Cassopolis	Permanent	Tuesday: 12:00 P.M. – 7:00 P.M.
9	Center Line	Permanent	Thursday: 12:00 P.M. – 7:00 P.M.
10	Chelsea	Permanent	Tuesday: 12:00 P.M. – 7:00 P.M.
11	Coldwater	Permanent	Thursday: 12:00 P.M. – 7:00 P.M.
12	Dearborn	Permanent	Thursday: 12:00 P.M. – 7:00 P.M.
13	Deckerville	Permanent	Tuesday: 12:00 P.M. – 7:00 P.M.
14	Detroit	Permanent	Thursday: 12:00 P.M. – 7:00 P.M.
15	Farmington Hills	Permanent	Tuesday: 12:00 P.M. – 7:00 P.M.
16	Fenton	Permanent	Thursday: 12:00 P.M. – 7:00 P.M.
17	Flint	Permanent	Tuesday: 12:00 P.M. – 7:00 P.M.
18	Grand Rapids	Permanent	Tuesday: 12:00 P.M. – 7:00 P.M.
19	Holland	Permanent	Thursday: 12:00 P.M. – 7:00 P.M.
20	Jackson	Permanent	Tuesday: 12:00 P.M. – 7:00 P.M.
21	Kalamazoo	Permanent	Thursday: 12:00 P.M. – 7:00 P.M.
22	Lansing	Permanent	Tuesday: 12:00 P.M. – 7:00 P.M.
23	Lansing	Permanent	Thursday: 12:00 P.M. – 7:00 P.M.
24	Livonia	Permanent	Thursday: 12:00 P.M. – 7:00 P.M.
25	Monroe	Permanent	Thursday:

	City	Type	Days/Hours of Operation
			12:00 P.M. – 7:00 P.M..
26	Mt. Pleasant	Permanent	Thursday: 12:00 P.M. – 7:00 P.M.
27	North Muskegon	Permanent	Thursday: 12:00 P.M. – 7:00 P.M.
28	Port Huron	Permanent	Tuesday: 12:00 P.M. – 7:00 P.M.
29	Portland	Permanent	Tuesday: 12:00 P.M. – 7:00 P.M.
30	Saginaw	Permanent	Tuesday: 12:00 P.M. – 7:00 P.M.
31	Shelby Township	Permanent	Tuesday: 12:00 P.M. – 7:00 P.M.
32	Sturgis	Permanent	Tuesday: 12:00 P.M. – 7:00 P.M.
33	Taylor	Permanent	Tuesday: 12:00 P.M. – 7:00 P.M.
34	Cadillac	Mobile	Wednesday: 11:00 A.M. - 6:00 P.M.
35	Cheboygan	Mobile	Wednesday: 1:00 P.M. - 5:30 P.M.
36	East Jordan	Mobile	Every Other Thursday: 2:00 P.M. - 7:00 P.M.
37	East Tawas	Mobile	Wednesday: 11:00 A.M. - 7:00 P.M.
38	Gaylord	Mobile	Every Other Tuesday: 11:00 A.M. - 6:00 P.M.
39	Marquette	Mobile	Every Other Monday: 12:00 P.M. - 5:30 P.M.
40	Newberry	Mobile	Every Other Friday: 3:00 P.M. - 5:30 P.M.
41	Rogers City	Mobile	Every Other Wednesday: 3:30 P.M. - 5:30 P.M.
42	Sault Ste. Marie	Mobile	Thursday: 12:00 P.M. - 6:00 P.M.
43	St Ignace	Mobile	Every Other Wednesday: 3:00 P.M. - 7:00 P.M.
44	West Branch	Mobile	Every Other Wednesday: 12:00 P.M. - 6:00 P.M.
45	Owosso	Permanent	<i>TBD</i>
46	Lapeer MI	Permanent	<i>TBD</i>

- **Weekend Collection Hours:** must include at least one Saturday and/or Sunday per month to accommodate applicants who may be unable to schedule during Daytime or Evening Collection hours. The Contract must work with the State to provide service at mutually agreed upon Location(s), during mutually agreed upon hours for weekend collections.
  - **Please Note:** Test location request for weekend service may vary to accommodate applicants.

**IDEMIA USA's Enrollment Centers Offer Weekend Hours**

	City	Type	Days/Hours of Operation
1	Adrian	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
2	Ann Arbor	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
3	Bay City	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
4	Benton Harbor	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
5	Burton	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
6	Brighton	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
7	Cassopolis	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
8	Centerline	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
9	Chelsea	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
10	Coldwater	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
11	Dearborn	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
12	Deckerville	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
13	Detroit	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
14	Farmington Hills	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
15	Fenton	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
16	Flint	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
17	Grand Rapids	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
18	Holland	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.

	City	Type	Days/Hours of Operation
19	Jackson	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
20	Kalamazoo	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
21	Lansing	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
22	Lansing	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
23	Livonia	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
24	Monroe	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
25	Mt. Pleasant	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
26	North Muskegon	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
27	Port Huron	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
28	Portland	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
29	Saginaw	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
30	Sturgis	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
31	Shelby Township	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
32	Taylor	Permanent	Every Other Saturday: 9:00 A.M. – 12:00 P.M.
33	Escanaba	Mobile	Saturday: 10:30 A.M. - 1:00 P.M.
34	Owosso	Permanent	TBD
35	Lapeer MI	Permanent	TBD

**Livescan On-Sight Fingerprinting Services:**

- E. Some State agencies may require on-site fingerprinting services, on a limited basis, for current employees of State Agencies at a State of Michigan facility.
  - The Contractor must explain their capabilities for on-site fingerprinting services, providing a process plan to ensure quick and minimal services with limited disruption to the work environment
    - The State can take advantage of several types of mobile fingerprinting opportunities:
      - On-site services at the customer’s location, for example, as a standard weekly offering
      - Group sessions anywhere in the state for groups of 30 or more
    - The Contractor requires the hosting agency to provide the following:
      - Secured conference room or secured office space with a lockable door and enough space for enrollment workstations

- Each enrollment area must be private (e.g., separated with divider screens)
    - Outside area with seating for applicants to be greeted and wait
    - One standard sized table or larger desk, two comfortable office chairs and a power outlet to accommodate one workstation
  - Once the event is scheduled, IDEMIA USA will set up a temporary event on our public website for applicants to schedule an appointment. Appointments are available to applicants up to 365 days in advance of the event. In addition, we coordinate with the Agency to ship the enrollment equipment.
- The Contractor must indicate how quickly each employee can be printed in such a manner
  - From the applicant's perspective, there are no deviations from standard enrollment/fingerprinting procedures on the day of the event.
- The Contractor must respond and schedule an on-site fingerprinting service appointment within 24-hours of receipt of request. With services being scheduled between the hours of 9:00 a.m. to 5 p.m.
- The Contractor may be required to enter State facilities – please explain how the Contractor intends to ensure the security of the State facility, and indicated if field staff utilize uniforms, ID badges etc.
  - For any work that requires access to State facilities, the Contractor will adhere to the State and agency's current security policies. Upon entering a State facility, Contractor's staff will provide proof of identification with a valid, government issue ID, as well as the IDEMIA USA badging credentials. Upon approval, the State then issues a temporary State ID and escorts Contractor's staff while on premise.

#### 4. Other Fingerprinting Service Requirements:

- A. The Contractor must meet any requirements mandated by Michigan Legislation not currently defined in this Contract.

All State Agencies are required under Public Act 427 of 2018 to fingerprint certain public employees, for the purpose of receiving criminal history record information Michigan State Police (MSP) and Federal Bureau of Investigation (FBI). For further information regarding the current and historical Michigan Legislation requirements please refer to the Background Section.

- B. Due to the time sensitive nature of LARA specific (State and Non-State paid) applicants – all prints must be collected and processed by the Contractor and sent to MSP and LARA for processing. Such applicants will include, but are not limited to:
- LARA – Licensing and Regulatory Affairs, applicants who will provide care to, or have access to:
    - Patients and residents in long term care facilities, foster care facilities, in-patient psychiatric and forensic facilities
    - Patients in nursing homes, county medical care facilities, hospice, hospitals with swing bed services, homes for the ages, homes health agencies and adult foster care facilities
  - MDHHS is also required to conduct employee background checks for records of criminal history or security risks, for current employees are persons seeking employment at any State of Michigan hospital or center. And, prospective adoptive parents.
  - MDHHS applicants and employees' jobs that required direct access into the Law Enforcement Information Network (LEIN) must also undergo fingerprinting for records of criminal history.
  - MDE – Michigan Department of Education, applicants will include, but are not limited to:
    - Child care providers – for both State and non-State paid employees, based off Federal Law Requirements and Code of Federal Regulations (CFR) requirements.
  - LARA – Licensing and Regulatory Affairs – applicants will include, but are not limited to:
    - Medical Marijuana Licensee Applicants, and Health Care Professional Licensees
      - Health Care Professionals must complete a BPL background check.
      - Other applicants may be subject to the Michigan Department of Corrections (MDOC) LEIN background check.

**Please Note:** LARA specific (State and Non-State paid) applicants are subject to change. The Contractor must accommodate additional required LARA specific or non-LARA specific applicants as requested by the State.

## 5. Project Management

### 5.1 Implementation/Transition Plan

- A. The Contractor must carry out this project under the direction and control of MSP's and LARA's Program Manager(s). All transition and implementation plans are subject to the approval of the Program Manager(s). Please refer to 5.1B for further details regarding Implementation Plans.

- B.** The Contractor must provide an Implementation Plan (also referred to as the Project Plan or Work Plan) which outlines the transition of services to be performed. The Implementation Plan must describe in detail:
1. All major project milestones.
  2. The Anticipated outcomes for each milestone.
  3. A detailed corresponding calendar/timeline/schedule for the Implementation Period.
  4. A detailed work plan on the Contractor will manage a possible transition from the current Contractor.
  5. All tasks, duties and responsibilities associate with implementation must be outlined in the work plan.
  6. The Contractor must describe its project management capabilities, including but not limited to: methods, tools and processes that will be utilized for oversight and completion of the implementation process.
  7. The Contractor must describe how issues/change will be conveyed to the Program Manager, give a brief description of suggested resolution processes, or risk mitigation strategies.
  8. The Contractor must provide its capabilities along with a detailed plan to avert or minimize disruptions in services, along with a communication plan for conveying possible disruptions to the Program Manager.

**Please Note:** Transition/Implementation must be completed within 12 months of the Contract Start Date, transition must be complete by the Contract Services effective date. No payment will be made to the Contractor during the implementation period.

- C.** There must be continuous liaising between the Program Manager and Contractor during the implementation period and over the course of this Contract.

The Program Manager will meet with the Contractor for initial review of the Contractor's work plan prior to beginning service delivery and then periodically as needed.

These meetings will include but are not limited to:

- Reviewing progress and,
- Providing necessary guidance to the Contractor regarding the timing of activities and solving issues.

- D.** The Contractor must submit a Final Implementation Plan within 5 State-business days from the Contract award date, including the Contractor's Project Plan Management approach and detailed explanation of any identifying methods, tools and processes, intended for oversight and completion of the transition/ implementation of Service. The Program Manger will provide final approval of the transition/implementation of Services, within 14 State-business days after submission.

## 5.2. Project and Business Plan

The Contractor will carry out this project under the direction and control of the Program Manager. The Contractor must submit a project plan to the Program Manager for final approval, within 30 calendar days of the Effective Date.

The plan must include:

- (a) the Contractor's organizational chart with names and title of personnel assigned to the project, which must align with the staffing stated in accepted proposals; and
- (b) the project breakdown showing sub-projects, tasks, and resources required.

## 5.3 Contractor Lead Training

The Contractor must provide on-site training, documentation and training materials, covering provided network, system, access, overall product offering, etc. to the Program Manger and other designated State staff depending on the State's need at the time – at no cost to the State.

**Please Note:** other trainings may be deemed necessary by the State, the Contractor must perform necessary training at no additional cost to the State, within 5-business days of the request, or an alternate agreed upon date.

## 6. Staffing

### 6.1 Livescan Operational Staffing

- A.** The Contractor must provide trained staff that is dedicated to capturing fingerprints. Fingerprinting staff is primarily responsible for capturing fingerprints in the areas that require a print location with a 25-mile radius (i.e. any county not listed in Schedule F).
- B.** The Contractor must have on-site staff monitoring their system while transactions are being submitted to MSP's AFIS.



## Livescan Operational Staff – Additional Training

- C. If MSP determines that Contractor's staff member(s) need additional fingerprint training, they may be required to attend training at the MSP Headquarters located at 7150 Harris Drive, Dimondale, Michigan 48821. All costs associated with the Contractor's staff member travel must be covered by the Contractor.

**Please Note:** The Contractor will be required to re-assign an employee if there are ongoing problems with said employee. This decision will be at the sole discretion of the State.

## 6.2. Contractor Representative

- A. The Contractor must appoint a Contractor Representative, specifically assigned to State of Michigan accounts, that will respond to State inquiries regarding the Contract Activities, answering questions related to ordering and delivery, etc. (the "Contractor Representative").

**Ms. Candy Copelin, Operations Director, and Mr. John McGraw, Program Manager, will continue to be the Contractor Representatives assigned to the State of Michigan.**

The Contractor must notify the Contract Administrator at least 30 calendar days before removing or assigning a new Contractor Representative.

## Customer Service – Customer Service Toll-Free Number

- B. The Contractor must specify its toll-free number for the State to make contact with the Contractor Representative. The Contractor Representative must be available for calls during the hours of 7:00 a.m. to 6:00 p.m. EST.
- The Contractor must also specify an additional Contractor Representative, if necessary, that will be available for all calls during the hours of 5:00 p.m. to 7:00 p.m. as specified in Section 3.D LiveScan Appointment Location(s), Scheduling and Work Hours.

### Candy Copelin, Operations Director

Office Telephone: (217) 535-3928 or (866) 226-2952 x3928

Mobile Telephone: (217) 827-2093

Email Address: [Candy.Copelin@us.idemia.com](mailto:Candy.Copelin@us.idemia.com)

While Ms. Copelin will remain the direct point of contact, IDEMIA USA will also have the Contractor Program Manager, Mr. John McGraw available as a secondary point of contact for the State. He will be available for calls during the hours of 5:00 P.M. to 7:00 P.M. Eastern Time, at a minimum.

### John McGraw, Program Manager

Mobile Telephone: (517) 712-2022

Email Address: [John.McGraw@us.idemia.com](mailto:John.McGraw@us.idemia.com)

In the unlikely event that a problem must be escalated beyond the Contractor's Operations Director or Program Manager, it should be reported to Ms. Copelin's supervisor, Mr. Blake Moore.

### Casey Mayfield, Director, Enrollment Services Operations

Office Telephone: 217-535-3927

Mobile Telephone: 217-720-5277

Email Address: [casey.mayfield@us.idemia.com](mailto:casey.mayfield@us.idemia.com)

**Customer Service – Invoicing and Billing Toll-Free Number**

- C. The Contractor must specify its toll-free number and accompanying email address for the State to make contact with the Contractor’s Invoicing and Billing department or representative(s).
  - Assistance must be made available by phone and email Monday – Friday 7 a.m. – 6 p.m.
  - The Contractor will have 5-business days to respond to billing questions, with five additional business days to resolve billing issues. Issues may not exceed 10-business days.
  -

<b>Billing Department Contact Information</b>	
Toll-Free Telephone:	(877) 512-6962
Email Address:	ESD-Invoicing@us.idemia.com
<b>Nicole Hughes, Manager, Billing Department</b>	
Office Telephone:	(615) 778-5821
Email Address:	Nicole.Hughes@us.idemia.com

**Customer Service – Toll-Free Number Response Times**

- D. The Contractor must meet the following criteria to allow applicants to schedule appointments:
  - Toll-free phone number Monday through Friday 7:00 a.m. – 7:00 p.m. EST with an option to speak to a live customer service representative
  - Toll free fax; and
  - - Applicants can schedule a fingerprinting session by utilizing our toll-free fax number: (844) 321-2101 or (515) 262-2600. CSRs monitor fax machines throughout the day. All faxed requests for appointments are generally processed within four hours of receipt; we always process requests within 24 hours of receipt.
  - Website access available 24x7x365
- E. The Contractor must contact the customer within four-hours of receipt of the request when a request is:
  - Sent via email; or webservice
  - Received via a voice mail message.
- F. The Contractor must not leave applicants on hold for more than two-minutes, when they call to:
  - Schedule appointments
  - Billing inquiries; or
  - Other issues

The Phone system must include an electronic monitoring program to allow management of incoming calls. The monitoring program must generate reports on phone call activity at regular intervals (daily, weekly, monthly) for the department’s review to confirm compliance with required phone answering response time.
- G. The Contractor must ensure that the maximum response time for issues that have a high impact on the ability of the applicant or provider to comply with fingerprinting requirements must be resolved, or a workaround must be provided within one-business day after the Contractor is notified.

## Technical Support, Repairs and Maintenance Toll-Free Number

H. The Contractor must specify its toll-free number for the State to make contact with the Contractor for technical support, repairs and maintenance. The Contractor must be available for calls and service during the hours of 8 am to 5 pm EST.

- The Contractor must provide a dedicated Technical or system support Representative along with a direct phone number, for the MSP and LARA to contact with system issues or concerns.
  - The Contractor must also provide a secondary contact for this requirement and specify the hours this contract will be available outside of the specified house above.

IDEMIA USA's Technical Support Representative, Mr. Erik Wolle, is the direct point of contact for the State to contact regarding technical support, repairs, and maintenance. Mr. Wolle is familiar with the State's system and will continue to oversee technical aspects under this contract. Mr. Wolle's contact information is:

<b>Erik Wolle, Technical Support Representative</b>	
Office Telephone:	(615) 372-8083
Mobile Telephone:	(217) 741-2573
Email Address:	<a href="mailto:Erik.Wolle@us.idemia.com">Erik.Wolle@us.idemia.com</a>

The secondary point of contract for systems issues or concerns is Operations Director, Ms. Copelin. Her contact information is:

<b>Candy Copelin, Secondary Technical Support Representative</b>	
Office Telephone:	(217) 535-3928 or (866) 226-2952 x-3928
Mobile Telephone:	(217) 827-2093
Email Address:	<a href="mailto:Candy.Copelin@us.idemia.com">Candy.Copelin@us.idemia.com</a>

- Contractor must describe their ability to correct location and system wide outages or other system issues, include proposed time frames to outages or other system issues.
  - Please be advised most service issues, repairs and maintenance should be completed within 24-hours of notification and should not exceed this 24-hour window. Issues needing more than 24-hours to correct must be approved by the Program Manager, along with documentation outlining the issues, resolution process, and timeframe for completion.
- Routine System Maintenance, or planned system downtime should be scheduled and approved by the Program Manager prior to execution. Planned and routine system maintenance may not exceed a 24-hour period during any given Monday – Friday timeframe.

### 6.3 Key Personnel

The Contractor must appoint individuals who will be directly responsible for the day-to-day operations of the Contract ("Key Personnel"). Key Personnel must be specifically assigned to the State account, be knowledgeable on the contractual requirements, and respond to State inquires within 48 business hours.

Key Personnel Should at a minimum include:

- Account Manager
- Project Manager
- Contractor Representative(s)
- Technical Support Representative(s)

The State has the right to recommend and approve in writing the initial assignment, as well as any proposed reassignment or replacement, of any Key Personnel. Before assigning an individual to any Key Personnel position, Contractor will notify the State of the proposed assignment, introduce the individual to the State's Project Manager, and provide the State with a resume and any other information about the individual reasonably requested by the State. The State reserves the right to interview the individual before granting written approval. In the event the State finds a proposed individual unacceptable, the State will provide a written explanation including reasonable detail outlining the reasons for the rejection. The State may require a 30-calendar day training period for replacement personnel.

Contractor will not remove any Key Personnel from their assigned roles on this Contract without the prior written consent of the State. The Contractor's removal of Key Personnel without the prior written consent of the State is an unauthorized removal ("Unauthorized Removal"). An Unauthorized Removal does not include replacing Key Personnel for reasons beyond the reasonable control of Contractor, including illness, disability, leave of absence, personal emergency circumstances, resignation, or for cause termination of the Key Personnel's employment. Any Unauthorized Removal may be considered by the State to be a material breach of this Contract, in respect of which the State may elect to terminate this Contract for cause under Termination for Cause in the Standard Terms. It is further acknowledged that an Unauthorized Removal will interfere with the timely and proper completion of this Contract, to the loss and damage of the State, and that it would be impracticable and extremely difficult to fix the actual damage sustained by the State as a result of any Unauthorized Removal. Therefore, Contractor and the State agree that in the case of any Unauthorized Removal in respect of which the State does not elect to exercise its rights under Termination for Cause, Contractor will issue to the State the corresponding credits set forth below (each, an "Unauthorized Removal Credit"):

(i) For the Unauthorized Removal of any Key Personnel designated in the applicable Statement of Work, the credit amount will be \$5,000.00 per individual if Contractor identifies a replacement approved by the State and assigns the replacement to shadow the Key Personnel who is leaving for a period of at least 30 calendar days before the Key Personnel's removal.

(ii) If Contractor fails to assign a replacement to shadow the removed Key Personnel for at least 30 calendar days, in addition to the \$5,000.00 credit specified above, Contractor will credit the State \$833.33 per calendar day for each day of the 30 calendar-day shadow period that the replacement Key Personnel does not shadow the removed Key Personnel, up to \$25,000.00 maximum per individual. The total Unauthorized Removal Credits that may be assessed per Unauthorized Removal and failure to provide 30 calendar days of shadowing will not exceed \$25,000.00 per individual.

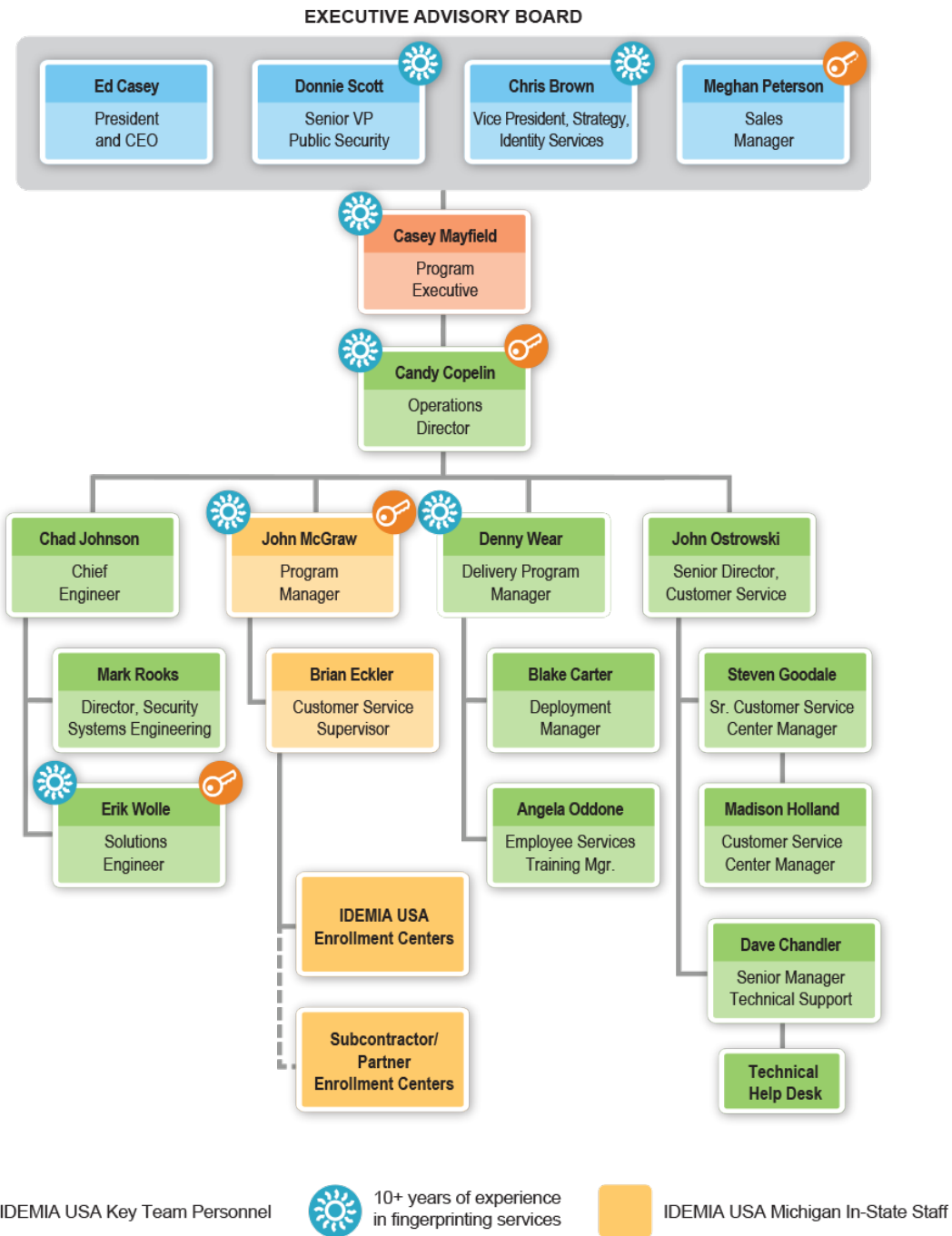
**Please Note:** Unauthorized Removal Credits are noted in Section 13. Liquidated Damages

Contractor acknowledges and agrees that each of the Unauthorized Removal Credits assessed above: (i) is a reasonable estimate of and compensation for the anticipated or actual harm to the State that may arise from the Unauthorized Removal, which would be impossible or very difficult to accurately estimate; and (ii) may, at the State's option, be credited or set off against any fees or other charges payable to Contractor under this Contract.

<b>Key Personnel Table</b>			
<b>Position</b>	<b>Name (First and Last)</b>	<b>Physical Location of Employment</b>	<b>Years of Experience in Current Role</b>
Account Manager	Meghan Peterson	Billerica, Massachusetts	5
Project Manager	John McGraw	East Lansing, Michigan	14
Contractor Representative	Candy Copelin	Springfield, Illinois	22
Additional Contractor Representative (if indicated by the Contractor)	John McGraw	East Lansing, Michigan	14
Technical Support Representative	Erik Wolle	Franklin, Tennessee	24
Additional Technical Support Representative (if indicated by the Contractor)	Candy Copelin	Springfield, Illinois	22

### 6.4. Organizational Chart

The Contractor must provide an overall organizational chart that details staff members, by name and title, and subcontractors.



## 7. Disclosure of Subcontractors

All of the Contractor's current subcontractors are listed in Schedule H – Subcontractor Listing.

If the Contractor intends to utilize additional subcontractors, the Contractor must disclose the following:

- The legal business name; address and telephone number;
- A description of subcontractor's organization and service it will provide
  - With a complete description of the Contract Activities that will be performed and/or provided by the subcontractor;
  - Any additional information concerning subcontractor's ability to provide the Contract Activities, including the geographic areas the subcontractor will cover, which will be served by a permanent location versus those covered by a mobile office.

Please indicate the following:

- The relationship of the subcontractor to the Contractor.
  - If previous working experience exists between the Contractor and the Subcontractor – provide a detailed work history summary.

## 8. Meetings and Reporting

### 8.1 Meetings

The Contractor must attend the following meetings:

- Contract Kick-off meeting – to be scheduled within 30 calendar days of the Contract Effective Date.
- Weekly Implementation meeting – when deemed necessary by the Program Manger
- Project Status meeting – as deemed necessary by the Program Manager
- Quarterly Status meetings

The State may request other meetings, as it deems appropriate.

## 9. Reporting

The Contractor must submit, to the requesting State Department and/or Department designated office(s) that utilize this Contract, the following reports:

- A. Billing Reports – The Contractor must have the ability to provide customized billing reports as requested at no additional cost to the State. Please note – The required billing report information will be determined by each State Department and/or designated office(s).
- B. Monthly Report & Invoice – Michigan Department of Health and Human Services (MDHHS) Children and Adult Licensing, listing all adoptive and foster home applicants by the Child Placing Agency (CPA) license number of the referral agency. Reports will be made available upon request to other requesting Agencies such as LARA.
- C. Audit and Management Reports – The Contractor must provide the following reports to all agencies who request these kinds of reports. Examples of reports required include, but are not limited to, fingerprint reason code, turnaround time from request, fingerprint rejection rated, ad hoc, etc.
- D. Additional standard and ad hoc reports may be identified throughout the life of the Contract as required by each State Department and/or the Department designated office(s). The Contractor must create and provide the requested reports at no additional cost to the State.

### **Please Note:**

- All agencies will share in and utilize the service provided under this Contract. As such reporting to all State Departments is required as requested.

### ***UEP Administrative Reporting Portal***

IDEMIA USA's UEP fingerprinting solution includes an Admin portal at no additional charge to the agencies or the State. Upon transition to UEP, the State and user agencies can use the web-based Admin portal to view enrollment activity and transaction details.

The Admin portal is also the access point for reports, including reconciliation reports. IDEMIA USA can schedule reports to be emailed on daily/weekly/monthly/yearly frequencies if desired. The Contractor will work with MSP and user agencies to identify which reports should be emailed and the particular frequencies.

The Admin portal aims to exceed the reporting needs of the State of Michigan agencies. The Admin portal provides many useful reports, including billing reports, monthly reports, invoice reports, and audit and management reports. We understand that some user agencies may have unique reporting requirements that the Contractor's standard UEP reporting does not currently handle. The Contractor's Data and Reporting Management team routinely works with many state user agencies to review their reporting needs to create new reports that provide value to as many customers as possible. More often than not, IDEMIA USA finds that most user agencies have similar reporting challenges and we work to help each agency get access to the information they need without creating many customized reports. In the event an ad-hoc or custom report is required, IDEMIA USA will work with the State and the user agency to service the need.

With this web-based Admin portal, users will have instant access to a secure web-server database that is password protected and available to authorized users only.

IDEMIA USA's reporting system will provide the State of Michigan with access to reports for record keeping and reconciliation purposes, and will be available to authorized users 24 hours a day, seven days per week.

## 10. Security

The Contractor will be subject the following security procedures. The Contractor must:

- (a) identify the company that will perform background checks, and
- (b) the scope of the background checks.

The State may require the Contractor's personnel to wear State issued identification badges.

The Contractor may be subject to the following addition security procedures if deemed necessary by the State;

- **Michigan State Police Background Checks (ICHAT)**
  - The Contractor must provide evidence of a satisfactory Background Check for each employee assigned to this Contract
- **Drug Test**
  - The Contractor must provide evidence of a satisfactory Drug Test Result for each employee assigned to this Contract
- **Fingerprinting**
  - Contracted Personnel may be required to submit fingerprints for a background check

## 11. Ordering

### 11.1. Authorizing Document

The appropriate authorizing document for the Contract will be a Delivery Order (DO) release off of the Master Agreement (MA).

## 12. Invoice and Payment

### 12.1. Invoice Requirements

- A. All invoices submitted to the State must include: (a) date; (b) delivery order; (c) quantity; (d) description of the Contract Activities; (e) unit price; (f) shipping cost (if any); and (g) total price. Overtime, holiday pay, and travel expenses will not be paid.
- B. All invoices should be submitted on a monthly basis, for work performed during the current billing period, and cannot have previous unpaid statement information.
  - The Contractor may submit a separate statement with accompanying explanation, and copies of previous, aging unpaid invoices as supporting documentation.

**Please Note:** No payment will be made to the Contractor during the implementation period. The implementation period begins with the Contract Award through the Contract Start Date.

### 12.2. Payment Methods

The State will make payment for Contract Activities via an Electronic Fund Transfer (EFT).

### 13. Liquidated Damages

Late or improper completion of the Contract Activities will cause loss and damage to the State and it would be impracticable and extremely difficult to fix the actual damage sustained by the State. Therefore, if there is late or improper completion of the Contract Activities the State is entitled to collect liquidated damages in the amount of \$5,000 and an additional \$100 per day for each day Contractor fails to remedy the late or improper completion of the Work.

#### A. Liability and Integrity:

- The State is not liable for incorrect criminal history responses due to incorrect Livescan transmitted data.
- The Contractor must provide a list of Livescan operators to MSP prior to any work being done.
  - Information regarding Livescan operators should include:
    - Full Name – (First and Last)
    - Contact information: Phone Number, Email & Address
- The Contractor must meet a standard of 98.5% acceptable fingerprints submitted, including both MSP and FBI rejections. The penalty will be 10% of Contractor's fee for each transaction under 98.5%.
- The Contractor must average at least 40.0% of all transaction not requiring fingerprint editing. Currently the State average is 45.0%.

Failure to meet the service levels for 95% of calls or, requests received for two consecutive monthly reporting periods will constitute a Chronic Failure under this Contract.

- B. Prior to any fingerprinting capture service, the Livescan operator must verify the identity of the applicant as defined in Section 1.2A. Each instance where the Contractor cannot provide proof, upon request, of verification is considered a breach of Contract and is subject to penalty of \$500.00 per incident.

#### Performance Fees

- C. The Contractor may be charged by the State processing fee for fingerprints if:
- Submissions are rejected by MSP or the FBI for poor quality capture (too light, too dark, smudged etc.) or are out of sequence.
  - Subsequent submission to correct the rejected transactions

**Please Note:** MSP will make every effort to complete the identification process on prints of poor quality when the quality is due to the person having poor prints.

- D. The Contractor may also be charged by the State for system issues that result in:
- Transactions to be sent to the MSP AFIS multiple times
    - This penalty will be equal to 10% of the State fingerprint fee for each duplicate submission.
  - Collection of fingerprints that are not submitted to MSP within 24 hours
    - This penalty will be equal to 10% of the State fingerprint fee for each delayed submission.

The Contractor may also be charged for fingerprint transactions where the personal data does not belong to the fingerprints collected.

- The penalty will be 100% of the State fingerprint fee.

#### **Unauthorize Key Personnel Removal**

- E. For the Unauthorized Removal of any Key Personnel designated in the applicable Statement of Work, the credit amount will be \$5,000.00 per individual if Contractor identifies a replacement approved by the State and assigns the replacement to shadow the Key Personnel who is leaving for a period of at least 30 calendar days before the Key Personnel's removal.
- F. If Contractor fails to assign a replacement to shadow the removed Key Personnel for at least 30 calendar days, in addition to the \$5,000.00 credit specified above, Contractor will credit the State \$833.33 per calendar day for each day of the 30 calendar-day shadow period that the replacement Key Personnel does not shadow the removed Key Personnel, up to \$25,000.00 maximum per individual. The total Unauthorized Removal Credits that may be assessed per Unauthorized Removal and failure to provide 30 calendar days of shadowing will not exceed \$25,000.00 per individual.



# STATE OF MICHIGAN

Contract No. 190000001026  
Statewide Fingerprinting Services

## SCHEDULE B PRICING

1. Pricing must include all costs, including but not limited to, any one-time or set-up charges, fees, and potential costs that Contractor may charge the State (e.g., shipping and handling, per piece pricing, and palletizing).
2. **Fee for MSP and FBI Processing is not included in pricing –**  
Please Note: Applicant Fees for MSP and FBI Processing are subject to change. There two different types of FBI Applicant processing fees depending on the type of Applicant: Employment/Licensing Applicant Or, Volunteer Applicant.

FBI Processing Fee – Please Note, there are two different types of fee for FBI processing fees. The FBI processing fee will be determined by the type of Applicant: Employment/Licensing Applicant or Volunteer. Only one type of FBI fee may be applied.

MSP and FBI Processing Fees	
MSP Applicant Fee	\$30.00
FBI Employee/Licensing Applicant Fee	\$13.25
FBI Volunteer Applicant Fee	\$11.25

### Fingerprint Collection Fee/Total Price with MSP/FBI Processing Fee

Type of Applicant	Fingerprinting Collection Processing fee per Individual Applicant	MSP Processing fee per Individual Applicant	FBI Process fee per Individual Applicant	Total Price
State of Michigan Paid	\$9.50	\$ 30.00	\$13.25 (Employment/Licensing)	\$52.75
State of Michigan Paid	\$9.50	\$30.00	\$11.25 (Volunteer)	\$50.75
Non-State of Michigan Paid	\$21.00	\$30.00	\$13.25 (Employment/Licensing)	\$64.25
Non-State of Michigan Paid	\$21.00	\$30.00	\$11.25(Volunteer)	\$62.25

\*In the event the State implements the UEP Solution, IDEMIA USA will provide the Fingerprint Backup Capture with the UEP Solution for no additional cost.

\*\* The Estimated Annual Usage table is an approximation of Fingerprinting Services/ Applications performed per Agency, per a historical usage. The data presented is in no way a guarantee of further work, nor is it a guarantee of work to be performed if you are selected to provide this service.

**Supplemental Table – Approximation of Fingerprinting Collection and Transmission Services \***

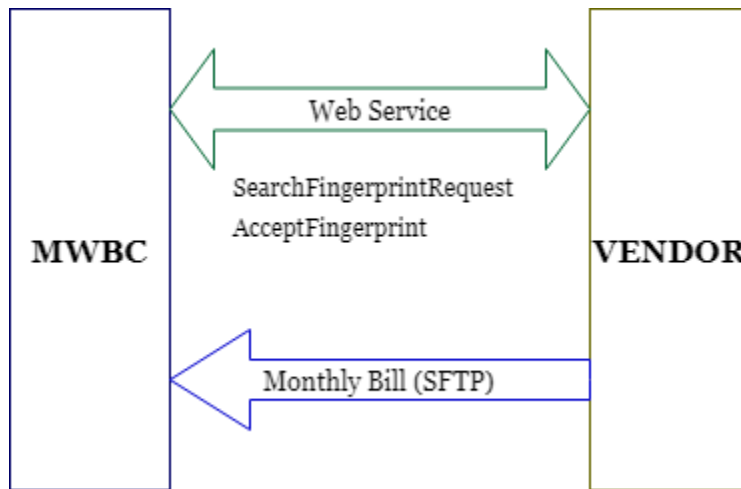
Agency	Estimated Number of Type of Applicant per Year
	State Employee and Non-State Paid Employee
<b>LARA – Licensing and Regulatory Affairs</b> 1. Long-term/Adult Foster Care Checks – New Applicants 2. Long-term/Adult Foster Care 3. Licensing Registration Applicants	1. 70,000 2. 1,000 3. 25,000
<b>MDOC – Michigan Department of Corrections</b> 1. New Hire Employees	1. 400
<b>MDOS – Michigan Department of State</b> 1. New Hire Employees	1. 305
<b>MGCB – Michigan Gaming and Control Board</b> 1. Qualified Individuals	1. 200
<b>MDHHS – Michigan Department of Health and Human Services</b> 1. Pre-employment 2. Foster/Adoptive Parents 3. LEIN Operators 4. Long-term/Adult Foster Care Checks – New Applicants	1. 2,000 2. 8,100 3. 40 4. 400
<b>TREA - Michigan Department of Treasury</b> 1. Select public employees, current and new 2. Select contract employees, current and new	1. Year 1: 1,200, subsequent years: 400 2. Year 1: 300, subsequent years: 100

## Schedule C - Interface Information LARA

The Interface between the Contractor and  
MSU Michigan Workforce Background Check System

### **Introduction:**

The Michigan Workforce Background Check System has multiple processes that exchange data with the Contractor on various frequencies (online, daily, monthly). Some of these processes are online web services that utilize both the pull and push services to automate a variety of tasks. Some are scheduled tasks that run on different frequencies to either import or extract data. This document includes a description of all data transmission processes between the Michigan Workforce Background Check System and the Contractor. It also includes the frequencies of such tasks, the description of data fields being transmitted, record layouts used to send and receive information between the State of Michigan and the Contractor, along with the frequency, and contacts in case of issues with the transmission.



### **The Web Services – Online**

When the applicant information has been entered into the Michigan Workforce Background Check System, the applicant can then schedule an appointment with the Contractor to get their digital prints. The Contractor uses two web services to help in automating the process of scheduling appointments and to reduce data entry error.

### **Pull Applicant info from MWBC**

The SearchFingerprintRequest service allows the Contractor to pull applicant information directly from the MWBC.

The SearchFingerprintRequest request XML string:

```
<s:Envelope xmlns:s="http://schemas.xmlsoap.org/soap/envelope/">
  <s:Header>
    <Action s:mustUnderstand="1"
xmlns="http://schemas.microsoft.com/ws/2005/05/addressing/none">http://tempuri.org/IFingerprintVendorService/SearchFingerprintRequest</Action>
  </s:Header>
  <s:Body>
    <SearchFingerprintRequest xmlns="http://tempuri.org/">
      <credential xmlns:d4p1="http://schemas.datacontract.org/2004/07/MWBC.ServiceLibrary"
xmlns:i="http://www.w3.org/2001/XMLSchema-instance">
        <d4p1:Password i:nil="true" />
        <d4p1:Username i:nil="true" />
      </credential>
    </SearchFingerprintRequest>
  </s:Body>
</s:Envelope>
```

```

<criteria xmlns:d4p1="http://schemas.datacontract.org/2004/07/MWBC.ServiceLibrary.Fingerprint"
xmlns:i="http://www.w3.org/2001/XMLSchema-instance">
  <d4p1:Birthdate i:nil="true" />
  <d4p1:FacilityName i:nil="true" />
  <d4p1:FirstName i:nil="true" />
  <d4p1:LastName i:nil="true" />
  <d4p1:RequestId i:nil="true" />
  <d4p1:TrackingNumber i:nil="true" />
</criteria>
</SearchFingerprintRequest>
</s:Body>
</s:Envelope> </s:Envelope>

```

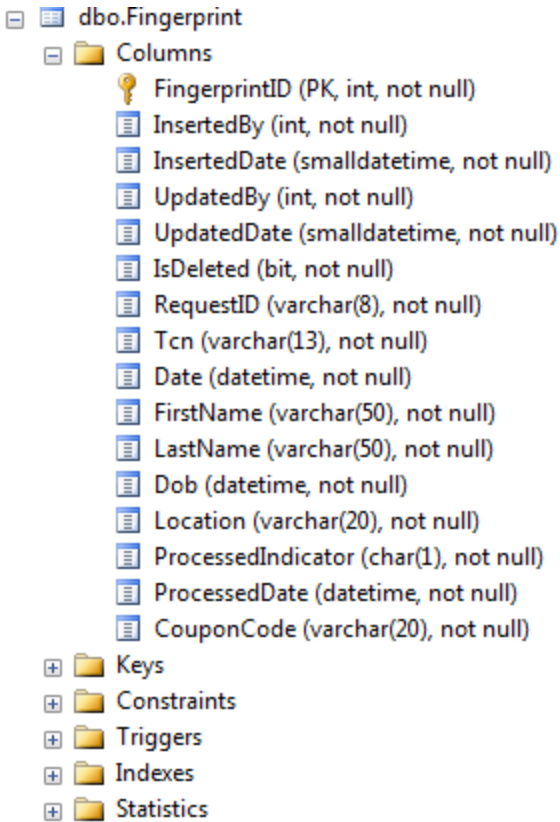
### SearchFingerprintRequest via WCF Test Client

SearchFingerprintRequest **AcceptFingerprint**

Request		
Name	Value	Type
▲ credential	MWBC.ServiceLibrary.AuthCredential	MWBC.ServiceLibrary.AuthCredential
Password	(null)	System.String
Username	(null)	System.String
▲ criteria	MWBC.ServiceLibrary.Fingerprint.Search	MWBC.ServiceLibrary.Fingerprint.Search
Birthdate	(null)	System.String
FacilityName	(null)	System.String
FirstName	(null)	System.String
LastName	(null)	System.String
RequestId	(null)	System.String
TrackingNumber	(null)	System.String

### Push Applicant TCN to MWBC

The AcceptFingerprint service allows the Contractor to send back TCN number when they have it. Data will be store in database table Fingerprint.



**The AcceptFingerprint request XML string:**

```

<s:Envelope xmlns:s="http://schemas.xmlsoap.org/soap/envelope/">
  <s:Header>
    <Action s:mustUnderstand="1"
xmlns="http://schemas.microsoft.com/ws/2005/05/addressing/none">http://tempuri.org/IFingerprintVendorService/AcceptFingerprint</Action>
  </s:Header>
  <s:Body>
    <AcceptFingerprint xmlns="http://tempuri.org/">
      <credential xmlns:d4p1="http://schemas.datacontract.org/2004/07/MWBC.ServiceLibrary"
xmlns:i="http://www.w3.org/2001/XMLSchema-instance">
        <d4p1:Password i:nil="true" />
        <d4p1:Username i:nil="true" />
      </credential>
      <fingerprintedData xmlns:d4p1="http://schemas.datacontract.org/2004/07/MWBC.ServiceLibrary.Fingerprint"
xmlns:i="http://www.w3.org/2001/XMLSchema-instance">
        <d4p1:Birthdate i:nil="true" />
        <d4p1:CouponCode i:nil="true" />
        <d4p1:DateTaken i:nil="true" />
        <d4p1:FirstName i:nil="true" />
        <d4p1:LastName i:nil="true" />
        <d4p1:Location i:nil="true" />
        <d4p1:RequestID i:nil="true" />
        <d4p1:Tcn i:nil="true" />
      </fingerprintedData>
    </AcceptFingerprint>
  </s:Body>
</s:Envelope>

```

```
</s:Body>
</s:Envelope>
```

### AcceptFingerprint via WCF Test Client

Request		
Name	Value	Type
▲ credential	MWBC.ServiceLibrary.AuthCredential	MWBC.ServiceLibrary.AuthCredential
Password	(null)	System.String
Uername	(null)	System.String
▲ fingerprintedData	MWBC.ServiceLibrary.Fingerprint.Fing	MWBC.ServiceLibrary.Fingerprint.Fingerp
Birthdate	(null)	System.String
CouponCode	(null)	System.String
Date Taken	(null)	System.String
FirstName	(null)	System.String
LastName	(null)	System.String
Location	(null)	System.String
RequestID	(null)	System.String
Tcn	(null)	System.String

### The Contractor Monthly Bill - Monthly

The Contractor bills are uploaded to SFTP server and MWBC system will import it into database table FingerprintInvoice and generate report for reconciliation.

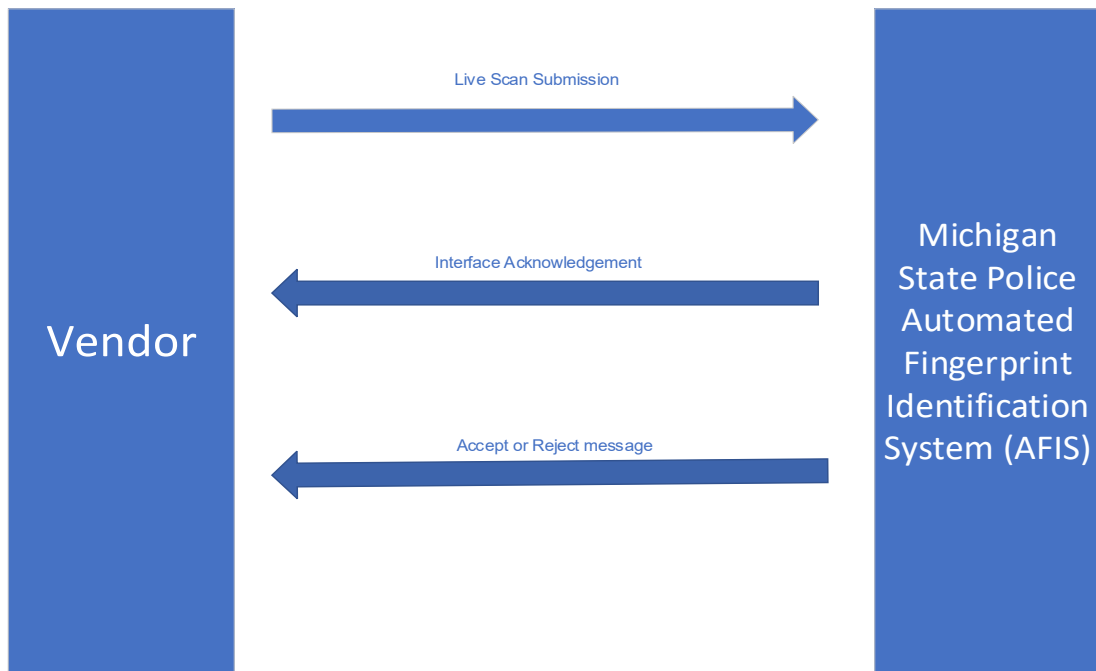
- [-] [-] [-] dbo.Fingerprir
  - [-] [-] Columns
    - [-] [-] [-] FingerprintInvoiceID (PK, int, not null)
    - [-] [-] [-] InsertedBy (int, not null)
    - [-] [-] [-] InsertedDate (smalldatetime, not null)
    - [-] [-] [-] UpdatedBy (int, not null)
    - [-] [-] [-] UpdatedDate (smalldatetime, not null)
    - [-] [-] [-] IsDeleted (bit, not null)
    - [-] [-] [-] RequestID (varchar(8), not null)
    - [-] [-] [-] Tcn (varchar(13), not null)
    - [-] [-] [-] InvoiceDate (datetime, not null)
    - [-] [-] [-] ReasonCode (varchar(4), not null)
    - [-] [-] [-] Cost (float, not null)
    - [-] [-] [-] FileName (varchar(20), not null)
  - [-] [-] [-] Keys
  - [-] [-] [-] Constraint
  - [-] [-] [-] Triggers
  - [-] [-] [-] Indexes
  - [-] [-] [-] Statistics

## Schedule D - Interface Information MSP

The Interface between the Contractor and  
the Michigan State Police (MSP)  
Automated Fingerprint Identification System (AFIS)

### **Introduction:**

The Michigan AFIS has many interfaces and is the key to the Live Scan process in the State of Michigan. AFIS has about 550 live scan devices currently connected from five different hardware software vendors. These vendors must be tested and approved by the Federal Bureau of Investigation (FBI) Biometrics Section before being tested and approved by the Michigan State Police Automated Print Identification Section. The vendor must meet the FBI Electronic Biometrics Transmission Specifications (EBTS) and more importantly the MSP EBTS. The current interface between the live scan/live scan server is Secure File Transfer Protocol (SFTP). Much more detail information is in the MSP EBTS including interface requirements, message and data format requirements.



## **Schedule E - Data Security Requirements**

(Contractor's Security Plan is included as an attachment)

1. **Definitions.** For purposes of this Schedule, the following terms have the meaning set forth below. All initial capitalized terms in the Schedule that are not defined in this **Section 1** shall have the respective meanings given to them in the Contract.

“**Contractor Security Officer**” has the meaning set forth in **Section 2** of this Schedule.

“**Contractor System**” has the meaning set forth in **Section 5** of this Schedule.

“**FedRAMP**” means the Federal Risk and Authorization Management Program, which is a federally approved risk management program that provides a standardized approach for assessing and monitoring the security of cloud products and services.

“**FISMA**” means the Federal Information Security Management Act of 2002 (44 U.S.C. ch 35, III § 3541 et. seq.).

“**Hosted Services**” means that hosting, management and operation of the computing hardware, ancillary equipment, Software, firmware, data, other services (including support service), and related resources for electronic access and use by the State and its Authorized Users, including any services and facilities related to disaster recovery obligations.

“**NIST**” means the National Institute of Standards and Technology.

“**PSP**” means the State's IT Policies, Standards and procedures located at: [http://michigan.gov/dtmb/0,4568,7-150-56355\\_56579\\_56755---,00.html](http://michigan.gov/dtmb/0,4568,7-150-56355_56579_56755---,00.html)

“**PCI**” means the Payment Card Industry.

“**SSAE**” means Statement on Standards for Attestation Engagements.
2. Contractor will appoint a Contractor employee to respond to the State's inquiries regarding the security of the Contractor Systems who has sufficient knowledge of the security of the Contractor Systems and the authority to act on behalf of Contractor in matters pertaining thereto (“**Contractor Security Officer**”). The Contractor Security Officer will be considered Key Personnel under the Contract.
3. **Protection of the State's Confidential Information.** Throughout the Term and at all times in connection with its actual or required performance of the Services, Contractor will:
  - 3.1 the Software must be hosted in a government cloud solution, and Contractor must maintain an annual SSAE 16 SOC 2 Type 2 audit for the Hosted Services throughout the Term maintain FedRAMP certification for the Hosted Services throughout the Term, and in the event the contractor is unable to maintain FedRAMP certification, the State may move the Software to an alternative provider, at contractor's sole cost and expense;
  - 3.2 ensure that the Software is securely hosted, supported, administered, and accessed in a data center that resides in the continental United States, and minimally meets Uptime Institute Tier 3 Standards ([www.uptimeinstitute.com](http://www.uptimeinstitute.com)), or its equivalent;
  - 3.3 maintain and enforce an information security program including safety and physical and technical security policies and procedures with respect to its Processing of the State's Confidential Information that comply with the requirements of the State's data security policies as set forth in the Contract and must at, at a minimum, remain compliant with FISMA and the NIST Special Publication 800.53 (most recent version) MOD Controls using minimum control values as established in the applicable PSP, and must, at a minimum, remain compliant with FISMA and the NIST Special Publication 800.53 (most recent version) HIGH Controls using minimum control values as established in the applicable PSP;
  - 3.4 provide technical and organizational safeguards against accidental, unlawful or unauthorized access to or use, destruction, loss alteration disclosure, transfer,



commingling or processing of such information that ensure a level of security appropriate to the risks presented by the processing of the State's Confidential Information and the nature of such Confidential Information, consistent with best industry practice and standards;

3.5. take all reasonable measures to:

- (a) Secure and defend all locations, equipment, systems and other materials and facilities employed in connection with the Services against "hackers" and others who may seek, without authorization, to disrupt, damage, modify, access or otherwise use Contractor Systems or the information found therein; and
- (b) prevent (i) the State and its Authorized Users from having access to the data of other customers or such other customer's users of the Services; (ii) the State's Confidential Information from being commingled with or contaminated by the data of other customers or their users of the Services; and (iii) unauthorized access to any of the State's Confidential Information;

3.6. ensure that State Data is encrypted in transit and at rest using AES 256bit or higher encryption;

3.7 ensure that State Data is encrypted in transit and at rest using currently certified encryption modules in accordance with FIPS PUB 140-2 (as amended). *Security Requirements for Cryptographic Modules*;

3.8 ensure the Hosted Services support Identity Federation/Single Sign-on (SSO) capabilities using Security Assertion Markup Language (SAML) or comparable mechanisms;

3.9 ensure the Hosted Services have multi-factor authentication for privileged/administrative access; and

3.10. assist the State, at no additional cost, with development and completion of a system security plan using the State's automated governance, risk and compliance (GRC) platform.

- 4. **Unauthorized Access.** Contractor may not access, and shall not permit any access to, State systems, in whole or in part, whether through Contractor's Systems or otherwise, without the State's express prior written authorization. Such authorization may be revoked by the State in writing at any time in its sole discretion. Any access to State systems must be solely in accordance with the Contract and this Schedule, and in no case exceed the scope of the State's authorized pursuant to this **Section 4**. All State-authorized connectivity or attempt connectivity to State systems shall be only through the State's security gateways and firewalls and in compliance with the State's security policies set forth in the Contract as the same may be supplemented or amended by the State and provided to Contractor from time to time.
- 5. **Contractor Systems.** Contractor will be solely responsible for the information technology infrastructure, including all computers, software, databases, electronic systems (including database management systems) and networks used by or for Contractor in connection with the Services ("**Contractor Systems**") and shall prevent unauthorized access to State systems through the Contractor Systems.
- 6. **Security Audits.** During the Term, Contractor will:
  - 6.1 maintain complete and accurate records relating to its data protection practices, IT security controls, and the security logs of any of the State's Confidential Information, including any backup, disaster recovery or other policies, practices or procedures relating to the State's Confidential Information and any other information relevant to its compliance with this Schedule;
  - 6.2 upon the State's request, make all such records, appropriate personnel and relevant materials available during normal business hours for inspection and audit by the State or an independent data security expert that is reasonably acceptable to Contractor, provided that the State: (i) gives Contractor at least five (5) Business Days prior notice of any such audit; (ii) undertakes

such audit no more than once per calendar year, except for good cause shown; and (iii) conducts or causes to be conducted such audit in a manner designed to minimize disruption of Contractor's normal business operations and that complies with the terms and conditions of all data confidentiality, ownership, privacy, security and restricted use provisions of the Contract. The State may, but is not obligated to, perform such security audits, which shall, at the State's option and request, include penetration and security tests, of any and all Contractor Systems and their housing facilities and operating environments; and

- 6.3** if requested by the State, provide a copy of Contractor's SSAE 16 SOC 2 Type 2 audit report to the State within thirty (30) days after Contractor's receipt of such report. Any such audit reports will be recognized as Contractor's Confidential Information.
- 6.4** if requested by the State, provide a copy of Contractor's FedRAMP System Security Plan. The System Security Plan will be recognized as Contractor's Confidential Information.
- 7. Nonexclusive Remedy for Security Breach.** Any failure of the Services to meet the requirements of this Schedule with respect to the security of any State Data or other Confidential Information of the State, including any related backup, disaster recovery or other policies, practices or procedures, is a material breach of the Contract for which the State, at its option, may terminate the Contract immediately upon written notice to Contractor without any notice or cure period, and Contractor must promptly reimburse to the State any Fees prepaid by the State prorated to the date of such termination.
- 8. PCI Compliance.**
- 8.1** Contractors that process, transmit, store or affect the security of credit/debit cardholder data, must adhere to the PCI Data Security Standard. The Contractor is responsible for the security of cardholder data in its possession. The data may only be used to assist the State or for other use specifically authorized by law.
- 8.2** The Contractor must notify the State's Contract Administrator (within 48 hours of discovery) of any breaches in security where cardholder data has been compromised. In that event, the Contractor must provide full cooperation to the card associations (e.g. Visa, MasterCard, and Discover) and state acquirer representative(s), or a PCI approved third party, to conduct a thorough security review. The Contractor must provide, at the request of the State, the results of such third-party security review. The review must validate compliance with the PCI Data Security Standard for protecting cardholder data. At the State's sole discretion, the State may perform its own security review, either by itself or through a PCI approved third party.
- 8.3** The Contractor is responsible for all costs incurred as the result of the breach. Costs may include, but are not limited to, fines/fees for non-compliance, card reissuance, credit monitoring, and any costs associated with a card association, PCI approved third party, or State initiated security review.
- 8.4** Without limiting Contractor's obligations of indemnification as further described in this Contract, Contractor must indemnify, defend, and hold harmless the State for any and all claims, including reasonable attorneys' fees, costs, and incidental expenses, which may be suffered by, accrued against, charged to, or recoverable from the State in connection with the breach.
- 8.5** The Contractor must dispose of cardholder data when it is no longer needed in compliance with PCI DSS policy. The Contractor must continue to treat cardholder data as confidential upon contract termination.
- 8.6** The Contractor must provide the State's Contract Administrator with an annual Attestation of Compliance (AOC) or a Report on Compliance (ROC) showing the contractor is in compliance with the PCI Data Security Standard. The Contractor must notify the State's Contract Administrator of all failures to comply with the PCI Data Security Standard.

### **Schedule F – Low Volume Counties**

The following State of Michigan counties represent Low Volume Counties for this Contract and require a fingerprint location (or mobile unit) within a 50-mile radius. The below is an alphabetical representation.

1. Alcona
2. Alger
3. Antrim
4. Arenac
5. Baraga
6. Benzie
7. Crawford
8. Gladwin
9. Grand Traverse
10. Kalkaska
11. Keweenaw
12. Lake
13. Leelanau
14. Luce
15. Mackinac
16. Manistee
17. Missaukee
18. Montmorency
19. Oceana
20. Ontonagon
21. Osceola
22. Oscoda
23. Presque Isle
24. Roscommon

All other State of Michigan counties must have a fingerprint location within a 25-mile radius.

## Schedule G – MSP Approved Livescan Fingerprint Collection Equipment

ID Networks	Crossmatch	Morphotrust	Dataworks	iTouch
<b>Crossmatch: Crossmatch LSCAN 500P (firewire)</b>	Crossmatch: Cross Match LSCAN 500P (firewire)	Morphotrust: TP-5300/5600 palm (6-image)	Cogent: CS500p	Suprema: Ten Print
<b>Crossmatch: LSCAN 1000PX (must be configured for 500dpi/ppi only)</b>	Crossmatch: LSCAN 1000PX (must be configured for 500dpi/ppi only)	Morphotrust: TP-5900 (TP-5750/TP-2700HD) (full hand palm roll, separate slap and finger platen)	Cogent: CS500e	Suprema: RealScan-F Palm system
<b>Crossmatch: LSCAN Guardian (USB/FW)(Green Light)</b>	Crossmatch: LSCAN Guardian (USB/FW)(Green Light)	Morphotrust: TP-5100 ten print	Crossmatch: Crossmatch LSCAN 500P (firewire)	
<b>Crossmatch: Guardian 200 (Blue Light)</b>	Crossmatch: Guardian 200 (Blue Light)	Morphotrust: TP-5000/5500 ten print	Crossmatch: LSCAN 1000PX (must be configured for 500dpi/ppi only)	
<b>Crossmatch: Guardian Module</b>	Crossmatch: Lite-Xe	Morphotrust: TP-3800 existing devices in the field are approved, but no longer can be sold.	Crossmatch: LSCAN Guardian (USB/FW)(Green Light)	
<b>Crossmatch: Lite-Xe</b>	Crossmatch: Lite-Ue		Crossmatch: Patrol ID	
<b>Crossmatch: Lite-Ue</b>	Crossmatch: Guardian Module		Crossmatch: Guardian 200 (Blue Light)	
<b>Crossmatch: Crossmatch L Scan 500 (USB)</b>	Crossmatch: Guardian R2		Crossmatch: Guardian Module	
<b>Morphotrust: 3800 existing devices in the field are approved, but no longer can be sold</b>	Crossmatch: Crossmatch L Scan 500 (USB)		Crossmatch: Lite-Xe	
<b>Morphotrust: TP- 4x4</b>			Crossmatch: Lite-Ue	
<b>Morphotrust: TP-4100</b>			Crossmatch: Crossmatch L Scan 500 (USB)	
<b>Morphotrust: TP-4800</b>			Morphotrust: 3800 existing devices in the field are approved, but no longer can be sold	
<b>Morphotrust: TP 3100</b>			Morphotrust: TP- 4x4	
<b>Morphotrust: MorphoTOP 100 R</b>			Morphotrust: TP-4100	
<b>Morphotrust: TP-5300</b>			Morphotrust: TP-4800	
<b>Morphotrust: TP-3000</b>			Morphotrust: TP 3100	
			Morphotrust: MorphoTOP 100 R	
			Morphotrust: TP-5300	
			Morphotrust: TP-3000	

\* This table is a representation of LiveScan Hardware Devices in Michigan

## **Schedule H –Subcontractor Listing**

The following are subcontractors the Contractor has identified per Schedule A, Section 7. Disclosure of Subcontractors.

<b>Lenawee Development Corporation</b>	
1. Legal business name and full address.	Lenawee Development Corporation 227 N. Winter St. Adrian, MI 49221
2. State in which business was incorporated.	Michigan
3. Phone number.	(517) 265-6363
4. Website address.	www.lendevcorp.com
5. The relationship of the subcontractor to the Contractor.	Lenawee Development Corporation has been a partner with IDEMIA USA since May 2013. IDEMIA USA and Lenawee Development have partnered in Michigan to operate an Enrollment Center in Adrian and conduct fingerprinting services.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Lenawee Development Corporation has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Lenawee Development entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Lenawee Development has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Lenawee Development Corporation is a law enforcement company. Lenawee Development Corporation was founded in 2001 and provides programs that assist parolees with transitioning back into society from an institutional environment. In 2007, the company began working with Prisoner Reentry (formerly Michigan Prisoner Re-entry Initiative (MPRI)) to provide recently paroled prisoners a safe and monitored place to live. In conjunction with the parole department, the company provides services that help the parolee adjust to their newly found freedom while staying drug free and alcohol free. This structured environment offers the parolees a way to find employment and provide for themselves while reducing of the risk of recidivism. As a partner, Lenawee Development will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2013, Lenawee Development Corporation has provided fingerprinting services successfully. They have the staff and infrastructure already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Adrian. These applicants include key State-required applicant stakeholders, such as law enforcement personnel.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Child &amp; Family Services of Northeast Michigan</b>	
1. Legal business name and full address.	Child & Family Services of Northeast Michigan 1044 U.S. 23 N. Alpena, MI 49707
2. State in which business was incorporated.	Michigan
3. Phone number.	(989) 356-4567 x218
4. Website address.	<a href="https://www.cfsnemi.org/">https://www.cfsnemi.org/</a>
5. The relationship of the subcontractor to the Contractor.	Child & Family Services of Northern Michigan has been a partner with IDEMIA USA since November 2016. IDEMIA USA and Child & Family Services of Northern Michigan have partnered to operate an Enrollment Center in Alpena and conduct fingerprinting services for the Michigan statewide program.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Child & Family Services of Northern Michigan has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Child & Family Services of Northern Michigan entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Child & Family Services of Northern Michigan has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Child & Family Services of Northeast Michigan is a child welfare agency that promotes the social and emotional well-being of families and individuals in Northeast Michigan. The organization fosters healthy personality and social skill development while strengthening and supporting family functioning. They have hosted a number of programs throughout the years designed to address the region's needs, including specialized foster care, adoption, and various Great Start initiatives. They collaborate and coordinate services with other public and private human service providers throughout the region in order to strengthen Northeast Michigan as a whole. As a partner, Child & Family Services of Northeast Michigan will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2016, Child & Family Services of Northeast Michigan has provided fingerprinting services successfully. They have the infrastructure and staff already in place to conduct fingerprinting services to Northeast Michigan applicants within a 50-mile radius of Alpena. These applicants include foster care providers required for processing by the Michigan Department of Health and Human Services.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Lee Temporaries</b>	
1. Legal business name and full address.	Lee Temporaries 455 E. Eisenhower Pkwy., Ste. 40 Ann Arbor, MI 48108-3324
2. State in which business was incorporated.	Michigan
3. Phone number.	(734) 769-4800
4. Website address.	<a href="http://www.leetemps.com/">http://www.leetemps.com/</a>
5. The relationship of the subcontractor to the Contractor.	Lee Temporaries has been a partner with IDEMIA USA since October 2018. IDEMIA USA and Lee Temporaries have partnered in Michigan to operate an Enrollment Center in Ann Arbor and conduct fingerprinting services for the statewide program.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Lee Temporaries has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Lee Temporaries entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Lee Temporaries has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Sallie Hamilton Personnel and Lee Temporaries is one of the oldest full-service temporary employment agencies in the Ann Arbor area. Since 1968, they have worked with business owners in Southeastern Michigan to fulfill temporary employment needs. For over 40 years, they have worked with local companies to tailor services to each client and employee. As a partner, Lee Temporaries will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2018, Lee Temporaries has provided fingerprinting services successfully. They have the staff and infrastructure already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Ann Arbor. These applicants include key stakeholders, such as those individuals who are seeking employment in health care, child care, and law enforcement industries.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Battle Creek Community Foundation Battle Creek Family YMCA</b>	
1. Legal business name and full address.	Battle Creek Community Foundation Battle Creek Family YMCA 182 Capital Ave. NE Battle Creek, MI 49017-3900
2. State in which business was incorporated.	Michigan
3. Phone number.	(269) 317-8888
4. Website address.	<a href="https://www.bccfoundation.org/">https://www.bccfoundation.org/</a>
5. The relationship of the subcontractor to the Contractor.	Battle Creek Community Foundation has been a partner with IDEMIA USA since August 2018. IDEMIA USA and Battle Creek Community Foundation have partnered to operate an Enrollment Center in Battle Creek, Michigan and conduct fingerprinting services for the statewide program.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Battle Creek Community Foundation has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Battle Creek Community Foundation entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Battle Creek Community Foundation has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	The Battle Creek Community Foundation is a public foundation built by Battle Creek residents dedicated to making Battle Creek a better place to live. Since 1974, the Community Foundation has received gifts from individuals, corporations and organizations. The Foundation places these gifts in endowment funds that are invested to generate earnings. The Community Foundation uses these earnings to distribute grants to a variety of nonprofit programs, organizations and other community-oriented charitable efforts that benefit Battle Creek residents. Funds are also created to provide scholarships to local students. The Community Foundation also provides community leadership by bringing diverse groups of individuals and organizations together to develop community-wide solutions for problems and issues. As a partner, Battle Creek Community Foundation will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2018, Battle Creek Community Foundation has provided fingerprinting services successfully. They have the staff and infrastructure already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Battle Creek. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid



<b>UPS Store #3377</b>	
1. Legal business name and full address.	UPS Store #3377 4106 Wilder Rd. Bay City, MI 48706
2. State in which business was incorporated.	Michigan
3. Phone number.	(989) 671-9000
4. Website address.	<a href="https://locations.theupsstore.com/mi/bay-city/4106-e-wilder-rd">https://locations.theupsstore.com/mi/bay-city/4106-e-wilder-rd</a>
5. The relationship of the subcontractor to the Contractor.	UPS has been a partner with IDEMIA USA since July 2018. IDEMIA USA and UPS Store #3377 have partnered to operate an Enrollment Center in Bay City, Michigan and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	UPS Store #3377 has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After UPS Store #3377 entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, UPS Store #3377 has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	UPS is the world's largest package delivery company and leading global provider of specialized transportation and logistics services. In addition to these services, IDEMIA USA has partnered with UPS to provide livescan fingerprinting services to Michigan applicants at the UPS Store #3377 in Bay City. We will continue to partner with UPS Store #3377 to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2018, UPS Store #3377 has provided fingerprinting services successfully. They have the infrastructure and staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Bay City. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Rover Security</b>	
1. Legal business name and full address.	Rover Security 276 Colfax Ave. Benton Harbor, MI 49022
2. State in which business was incorporated.	Michigan
3. Phone number.	(269) 927-6837
4. Website address.	<a href="http://www.rsga4u.com/">http://www.rsga4u.com/</a>
5. The relationship of the subcontractor to the Contractor.	Rover Security has been a partner with IDEMIA USA since May 2013. IDEMIA USA and Rover Security have partnered to operate an Enrollment Center in Benton Harbor, Michigan and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Rover Security has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Rover Security entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Rover Security has been a trusted partner and has contributed to 1.8 million transmissions in the State
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Rover Security Guard Agency, Inc. is a licensed and bonded company located in Benton Harbor, Michigan. Rover Security Guard Agency, Inc. has been in the business of supplying uniformed security guards for more than 20 years. They have developed an excellent reputation in providing the maximum security possible at mutually responsible billing rates. They are a partner with IDEMIA USA to provide fingerprinting to uniformed officers. As a partner, Rover Security will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders, including law enforcement personnel, who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2013, Rover Security has provided fingerprinting services successfully. They have the infrastructure and staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Benton Harbor. These applicants include law enforcement personnel and those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Gogebic-Ontonagon Intermediate School District (ISD)</b>	
1. Legal business name and full address.	Gogebic-Ontonagon Intermediate School District (ISD) 202 Elm Street Bergland, MI 49910
2. State in which business was incorporated.	Michigan
3. Phone number.	(906) 575-3438 x101
4. Website address.	<a href="https://www.goisd.org/">https://www.goisd.org/</a>
5. The relationship of the subcontractor to the Contractor.	Gogebic-Ontonagon ISD has been a host site for our fingerprinting services since June 2013. As a host site, they provide the facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services to faculty and staff across the school district.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Gogebic-Ontonagon ISD partnered with IDEMIA USA under the current statewide fingerprinting services contract. As a host site, they have provided the facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services to faculty and staff across the school district. To date, the Gogebic-Ontonagon ISD has been a trusted partner and has helped us to submit 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Gogebic-Ontonagon ISD's mission is to create opportunities for students by leading, supporting and enriching their schools and communities. The School District anticipates the educational needs and opportunities for students, schools and communities in Gogebic and Ontonagon Counties by identifying, developing, and implementing programs/practices resulting in improved quality of life. As a partner, Gogebic-Ontonagon ISD is a host site for our fingerprinting services. IDEMIA USA fingerprints faculty and staff at across this school district. We will continue to conduct fingerprinting services at their facilities under the new contract.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2013, Gogebic-Ontonagon ISD has hosted IDEMIA USA to conduct fingerprinting services. As a mobile location, we will continue to coordinate with the School District to deploy our Enrollment Agents. We have the relationship and processes in place to schedule and conduct fingerprinting services with the School District. IDEMIA USA will continue conducting fingerprinting services to applicants within a 50-mile radius of Bergland, Michigan and the school district, serving applicants working and/or residing in the Gogebic and Ontonagon Counties. These applicants include key State-required applicant stakeholders, such as Michigan Department of Education personnel, and school district faculty and staff.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Michigan Works! West Central</b>	
1. Legal business name and full address.	Michigan Works! West Central 14330 Northland Dr. Big Rapids, MI 49307
2. State in which business was incorporated.	Michigan
3. Phone number.	(231) 660-0284
4. Website address.	<a href="http://www.michworkswc.org/">http://www.michworkswc.org/</a>
5. The relationship of the subcontractor to the Contractor.	Michigan Works! West Central has been a host site for our fingerprinting services since July 2018. As a host site, they provide the facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Michigan Works! West Central partnered with IDEMIA USA under the current statewide fingerprinting services contract. As a host site, they have provided the facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services to key stakeholders, including those in the healthcare, child care, and law enforcement industries. To date, the Michigan Works! West Central has been a trusted partner and has helped us to submit 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Michigan Works! West Central is the first unified workforce development system in the country and an instrumental partner for developing Michigan's economic future. As one of 16 Michigan Works! agencies across the state, they assist employers in finding and retaining qualified employees and assure that the local talent pool meets the needs of employers. As a partner, Michigan Works! West Central is a host site for our fingerprinting services. IDEMIA USA fingerprints applicants, including personnel in the health care, child care, and law enforcement industries. We will continue to conduct fingerprinting services at their facilities under the new contract.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Michigan Works! West Central has hosted IDEMIA USA to conduct fingerprinting services. As a mobile location, we will continue to coordinate with the Michigan Works! to deploy our Enrollment Agents. We have the relationship and processes in place to schedule and conduct fingerprinting services to key Michigan Works! stakeholders. IDEMIA USA will continue conducting fingerprinting services to applicants within a 50-mile radius of Big Rapids, Michigan. These applicants include key stakeholders, such as those individuals who are seeking employment in health care, child care, and law enforcement industries.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Comfort Keepers of Burton</b>	
1. Legal business name and full address.	Comfort Keepers of Burton 4029 Lapeer Rd. Burton, MI 48509
2. State in which business was incorporated.	Michigan
3. Phone number.	(810) 221-7500
4. Website address.	<a href="https://burton-163.comfortkeepers.com/home/our-locations/burton">https://burton-163.comfortkeepers.com/home/our-locations/burton</a>
5. The relationship of the subcontractor to the Contractor.	Comfort Keepers of Burton has been a partner with IDEMIA USA since August 2017. IDEMIA USA and Comfort Keepers of Burton have partnered to operate an Enrollment Center in Burton, Michigan and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Comfort Keepers of Burton has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Comfort Keepers of Burton entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Comfort Keepers of Burton has been a trusted partner and has contributed to 1.8 million transmissions in the State
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Comfort Keepers of Burton provides in-home senior care. These caregivers are carefully selected, screened, and trained to provide professional, compassionate care. As a partner, Comfort Keepers will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders, including medical and health care providers, who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2017, Comfort Keepers of Burton has provided fingerprinting services successfully. They have the infrastructure and staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Burton. These applicants include medical and health care professionals required for processing by the Michigan Department of Health and Human Services.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Agape Health Care Essential School</b>	
1. Legal business name and full address.	Agape Health Care Essential School 221 N. Mitchell St. Cadillac, MI 49601
2. State in which business was incorporated.	Michigan
3. Phone number.	(231) 577-9088
4. Website address.	<a href="https://myagapeschool.com/">https://myagapeschool.com/</a>
5. The relationship of the subcontractor to the Contractor.	Agape Health Care Essential School has been a partner with IDEMIA USA since March 2016. IDEMIA USA and Agape Health Care Essential School have partnered to operate an Enrollment Center in Cadillac, Michigan and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Agape Health Care Essential School has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Agape Health Care Essential School entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Agape Health Care Essential School has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Agape Health Care Schools was founded as Agape Care Essential School, LLC in Cadillac, Michigan in December 2013. Their health care schools prepare individuals to enter into medical professions. They offer Certified Nurse Aid training, CPR and First Aid training, Certified Pharmacy Technician training, among other medical and health care curricula. As a partner, Agape Health Care Essential School will continue to provide fingerprinting services at the Burton campus under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders, including medical and health care providers, who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2016, Agape Health Care Essential School has provided fingerprinting services successfully. They have the infrastructure and staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of the Cadillac campus. These applicants include medical and health care professionals required for processing by the Michigan Department of Health and Human Services.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Cass District Library</b>	
1. Legal business name and full address.	Cass District Library 319 M-62 North Cassopolis, MI 49031
2. State in which business was incorporated.	Michigan
3. Phone number.	(269) 749-1384
4. Website address.	<a href="https://cass.lib.mi.us/">https://cass.lib.mi.us/</a>
5. The relationship of the subcontractor to the Contractor.	Cass District Library has been a partner with IDEMIA USA since September 2016. IDEMIA USA and Cass District Library have partnered to operate an Enrollment Center in Cassopolis, Michigan and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Cass District Library has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Cass District Library entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Cass District Library has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Cass District Library provides a center for information, education, culture, and recreation through the library's collections, programs and special services. On January 1, 1993, Cass County Library merged with the LaGrange Township Library, creating the Cass District Library system. Cass District Library's legal service area includes the Cass County townships of Calvin, Howard, Jefferson, LaGrange, Mason, Milton, Newberg, Ontwa, Penn, Pokagon, Porter, and Volinia. Branches are located in Cassopolis, Edwardsburg, Howard, and Mason/Union. As a partner, Cass District Library will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2016, Cass District Library has provided fingerprinting services successfully. They have the infrastructure and staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Cassopolis, as well as those living and/or working within the Cass District. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment, including education professionals the Michigan Department of Education requires.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Apple Screening LLC</b>	
1. Legal business name and full address.	Apple Screening LLC 8033 E 10 Mile Rd. Center Line, MI 48015
2. State in which business was incorporated.	Michigan
3. Phone number.	(586) 486-5539
4. Website address.	<a href="https://www.yellowpages.com/center-line-mi/mip/apple-screening-532247392">https://www.yellowpages.com/center-line-mi/mip/apple-screening-532247392</a>
5. The relationship of the subcontractor to the Contractor.	Apple Screening LLC has been a partner with IDEMIA USA since May 2013. IDEMIA USA and Apple Screening LLC have partnered in Michigan to operate an Enrollment Center in Center Line and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Apple Screening LLC has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Apple Screening LLC entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Apple Screening LLC has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Apple Screening LLC provides fingerprinting services and background checks to Michigan applicants. The company performs livescan fingerprinting services. As a partner, Apple Screening LLC will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2013, Apple Screening LLC has provided fingerprinting services successfully. They have the infrastructure and staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Center Line. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid



<b>K &amp; K Business Solutions LLC</b>	
1. Legal business name and full address.	K & K Business Solutions LLC 128 S. Huron St. Cheboygan, Michigan 49721
2. State in which business was incorporated.	Michigan
3. Phone number.	(231) 445-9400
4. Website address.	<a href="https://www.cheboygan.com/list/member/k-k-business-solutions-llc-367">https://www.cheboygan.com/list/member/k-k-business-solutions-llc-367</a>
5. The relationship of the subcontractor to the Contractor.	K & K Business Solutions LLC has been a partner with IDEMIA USA since November 2017. IDEMIA USA and K & K Business Solutions LLC have partnered in Michigan to operate an Enrollment Center in Cheboygan and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	K & K Business Solutions LLC has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After K & K Business Solutions LLC entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, K & K Business Solutions LLC has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	K & K Business Solutions LLC along with its partners offers CPR/First Aid, Occupational Safety and Health Administration (OSHA)/Industrial Safety Training and management, drug testing, fleet management, background checks, fingerprinting, photo IDs, encoded ID badges, surveillance, and more. As a partner, K & K Business Solutions LLC will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2017, K & K Business Solutions LLC has provided fingerprinting services successfully. They have the infrastructure and staff already in place to continue conducting fingerprinting services to applicants within a 50-mile radius of Cheboygan. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>United Methodist Retirement Communities</b>	
1. Legal business name and full address.	United Methodist Retirement Communities 805 W. Middle St. Chelsea, MI 48118
2. State in which business was incorporated.	Michigan
3. Phone number.	(734) 433-1000
4. Website address.	<a href="https://umrc.com/">https://umrc.com/</a>
5. The relationship of the subcontractor to the Contractor.	United Methodist Retirement Communities (UMRC) has been a partner with IDEMIA USA since October 2017. IDEMIA USA and UMRC have partnered in Michigan to operate an Enrollment Center in Chelsea and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	UMRC has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After United Methodist Retirement Communities entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, UMRC has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	UMRC was founded in 1906 provides care for senior citizens. UMRC offers housing options and services to seniors of all income levels, including market rate and affordable independent and assisted living options, skilled nursing and rehabilitation, specialized dementia and Alzheimer's care, innovative therapy, and Programs of All-inclusive Care for the Elderly (PACE). As a partner, UMRC will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders, including medical and health care professionals, who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2017, UMRC has provided fingerprinting services successfully. They have the staff and infrastructure already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Chelsea. These applicants include health care professionals required for processing by the Michigan Department of Health and Human Services.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Branch Intermediate School District</b>	
1. Legal business name and full address.	Branch Intermediate School District 214 Bishop Ave. Coldwater, MI 49036
2. State in which business was incorporated.	Michigan
3. Phone number.	(517) 279-5835
4. Website address.	<a href="http://branch-isd.org/">http://branch-isd.org/</a>
5. The relationship of the subcontractor to the Contractor.	Branch Intermediate School District (ISD) has been a partner with IDEMIA USA since March 2018. IDEMIA USA and Branch ISD have partnered in Michigan to operate an Enrollment Center in Coldwater and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Branch ISD has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Branch Intermediate School District entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Branch ISD has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Branch ISD operates Branch Area Careers Center, Special Education, Head Start, Early Head Start, Great Start School Readiness, Early On and the Family Success Program. They serve three school districts including Bronson Community Schools, Coldwater Community Schools, and Quincy Community Schools, and one public academy, Pansophia Academy. Branch ISD works closely with regional health and human service agencies, county government, chambers of commerce and various business and industrial groups as well as cultural and arts groups to further enhance the educational opportunities in the area. As a partner, Branch ISD will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders, including educational and child care professionals, who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2018, Branch ISD has provided fingerprinting services successfully. They have the infrastructure and staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Coldwater and those within the three school communities and public academy Branch ISD serves. These applicants include educational and child care professionals the Michigan Department of Education requires for fingerprint background processing.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Dunrite Occupational Services-EMSI</b>	
1. Legal business name and full address.	Dunrite Occupational Services-EMSI 22976 Outer Dr. Dearborn, MI 48124
2. State in which business was incorporated.	Michigan
3. Phone number.	(313) 359-1000
4. Website address.	<a href="http://www.fingerprinting.com/michigan/dearborn/dunrite-occupational-services-inc/">http://www.fingerprinting.com/michigan/dearborn/dunrite-occupational-services-inc/</a>
5. The relationship of the subcontractor to the Contractor.	Dunrite Occupational Services-EMSI has been a partner with IDEMIA USA since May 2013. IDEMIA USA and Dunrite Occupational Services-EMSI have partnered in Michigan to operate an Enrollment Center in Dearborn and conduct fingerprinting services to State applicants
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Dunrite Occupational Services-EMSI has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Dunrite Occupational Services-EMSI entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Dunrite Occupational Services-EMSI has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Dunrite Occupational Services-EMSI provides electronic livescan fingerprinting services for Occupational Therapy and Occupational Health Specialists. As a partner, Dunrite Occupational Services-EMSI will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders, including medical and health care professionals, who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2013, Dunrite Occupational Services-EMSI has provided fingerprinting services successfully. They have the infrastructure and staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Dearborn. These applicants include medical and health care professionals required for processing by the Michigan Department of Health and Human Services.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Deckerville Community Hospital</b>	
1. Legal business name and full address.	Deckerville Community Hospital 3559 Pine St. Deckerville, MI 48427
2. State in which business was incorporated.	Michigan
3. Phone number.	(810) 376-2835 x315
4. Website address.	<a href="http://www.deckervillehosp.org/">http://www.deckervillehosp.org/</a>
5. The relationship of the subcontractor to the Contractor.	Deckerville Community Hospital has been a partner with IDEMIA USA since December 2014. IDEMIA USA and Deckerville Community Hospital have partnered in Michigan to operate an Enrollment Center in Deckerville and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Deckerville Community Hospital has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Deckerville Community Hospital entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Deckerville Community Hospital has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Deckerville Community Hospital Deckerville Community Hospital has been serving the community for over 60 years and has been a certified Critical Access Hospital for over 10 years. The hospital offers a wide range of patient services, including laboratory, inpatient services, and medical imaging. As a partner, Deckerville Community Hospital will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders, including medical and health care professionals, who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2014, Deckerville Community Hospital has provided fingerprinting services successfully. They have the infrastructure and staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Deckerville. These applicants include medical and health care professionals required for processing by the Michigan Department of Health and Human Services.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>All Purpose Screening Services</b>	
1. Legal business name and full address.	All Purpose Screening Services 17211 Mack Ave. Detroit, MI 48224
2. State in which business was incorporated.	Michigan
3. Phone number.	(313) 432-0194
4. Website address.	<a href="http://allpurposescreening.com/">http://allpurposescreening.com/</a>
5. The relationship of the subcontractor to the Contractor.	All Purpose Screening Services (APSS) has been a partner with IDEMIA USA since October 2013. IDEMIA USA and All Purpose Screening Services have partnered in Michigan to operate an Enrollment Center in Detroit and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	APSS has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After All Purpose Screening Services entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, APSS has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	APSS provides an employment drug and alcohol program is to rid the workplace of drugs and alcohol, not employees. APSS is a Drug and Alcohol Testing company supports companies in the effort of ridding the workplace of drugs and alcohol. They provide DOT and non-DOT Drug and Alcohol Testing Program Administration and Occupational Health Services. They have a full range of services including background checking, and drug or alcohol screening services offered in a confidential environment. As a partner, APSS will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2013, APSS has provided fingerprinting services successfully. They have the staff and infrastructure already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Detroit. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Grandvue Medical Care Facility</b>	
1. Legal business name and full address.	Grandvue Medical Care Facility 1728 S. Peninsula Rd. East Jordan, MI 49727
2. State in which business was incorporated.	Michigan
3. Phone number.	(231) 536-2286
4. Website address.	<a href="http://grandvue.org/">http://grandvue.org/</a>
5. The relationship of the subcontractor to the Contractor.	Grandvue Medical Care Facility has been a host site for our fingerprinting services since October 2016. As a host site, they provide the facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services to nursing care and medical care providers.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Grandvue Medical Care Facility partnered with IDEMIA USA under the current statewide fingerprinting services contract. As a host site, they have provided the facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services to faculty and staff across the school district. To date, the Grandvue Medical Care Facility has been a trusted partner and has helped us to submit 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Grandvue Medical Care Facility provides 24-hour nursing care for senior citizens in Northern Michigan. The facility has been serving elders for more than 120 years. As a county medical care facility, Grandvue is owned by Charlevoix County and governed by the Charlevoix County Department of Health and Human Services Board. As a county medical care facility, Grandvue Medical Care Facility partnered with IDEMIA USA to provide fingerprinting services at their facilities. Grandvue Medical Care Facility hosts space as a mobile fingerprinting location. IDEMIA USA conducts the fingerprinting services for their stakeholders, including those who provide nursing care and medical care. We will continue to conduct fingerprinting services at their facilities under the new contract.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Grandvue Medical Care Facility has hosted IDEMIA USA to conduct fingerprinting services. As a mobile location, we will continue to coordinate with the Grandvue Medical Care Facility to deploy our Enrollment Agents and conduct fingerprinting services. We have the relationship and processes in place to schedule and conduct fingerprinting services to key stakeholders. IDEMIA USA will continue conducting fingerprinting services to applicants within a 50-mile radius of East Jordan, Michigan. These applicants include key stakeholders, such as nursing care and medical care providers.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid



<b>Northeast Tactical Supply LLC</b>	
1. Legal business name and full address.	Northeast Tactical Supply LLC 1864 US-23, Ste. A East Tawas, MI 49829
2. State in which business was incorporated.	Michigan
3. Phone number.	(989) 305-9264
4. Website address.	<a href="https://www.northernmichigandrugscreening.com/">https://www.northernmichigandrugscreening.com/</a>
5. The relationship of the subcontractor to the Contractor.	Northeast Tactical Supply LLC has been a partner with IDEMIA USA since March 2015. IDEMIA USA and Northeast Tactical Supply LLC have partnered in Michigan to operate an Enrollment Center in East Tawas and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Northeast Tactical Supply LLC has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Northeast Tactical Supply LLC entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Northeast Tactical Supply LLC has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Northeast Tactical Supply LLC provides a professional, timely, unbiased chemical testing of an individual to assist in the varied compliance relationships and agreements between that individual and his/her employer, business, school, court or governmental agency. Their services include 24-hour workplace drug and alcohol testing, DOT testing, and consortium services. As a partner, Northeast Tactical Supply LLC will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2015, Northeast Tactical Supply LLC has provided fingerprinting services successfully. They have the staff and infrastructure already in place to continue conducting fingerprinting services to applicants within a 50-mile radius of East Tawas. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid



<b>Lake Michigan Armory</b>	
1. Legal business name and full address.	Lake Michigan Armory 2713 N. Lincoln Rd. Escanaba, MI 49829
2. State in which business was incorporated.	Michigan
3. Phone number.	(906) 786-7468
4. Website address.	<a href="http://www.lmagun.com/">http://www.lmagun.com/</a>
5. The relationship of the subcontractor to the Contractor.	Lake Michigan Armory has been a partner with IDEMIA USA since October 2015. IDEMIA USA and Lake Michigan Armory have partnered in Michigan to operate an Enrollment Center in Escanaba and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Lake Michigan Armory has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Lake Michigan Armory entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Lake Michigan Armory has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Lake Michigan Armory is a firearms and accessories commercial business in operation since August 2013. They offer monthly concealed pistol license (CPL) classes taught by licensed National Rifle Association (NRA) instructors. As a partner, Lake Michigan Armory will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders, including those requiring licensing from LARA.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2015, Lake Michigan Armory has provided fingerprinting services successfully. They have the infrastructure and staff already in place to continue conducting fingerprinting services to applicants within a 50-mile radius of Escanaba. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Urgent Care of Farmington Hills PLLC</b>	
1. Legal business name and full address.	Urgent Care of Farmington Hills PLLC 30000 Orchard Lake Rd. Farmington Hills, MI 48334
2. State in which business was incorporated.	Michigan
3. Phone number.	(248) 854-5357
4. Website address.	<a href="http://www.urgentcareoffarmingtonhills.com/">http://www.urgentcareoffarmingtonhills.com/</a>
5. The relationship of the subcontractor to the Contractor.	Urgent Care of Farmington Hills PLLC has been a partner with IDEMIA USA since December 2015. IDEMIA USA and Urgent Care of Farmington Hills PLLC have partnered in Michigan to operate an Enrollment Center in Farmington Hills and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Urgent Care of Farmington Hills PLLC has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Urgent Care of Farmington Hills PLLC entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Urgent Care of Farmington Hills PLLC has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Urgent Care of Farmington Hills provides medical specializations and care services, giving patients prompt attention to any serious injury or illness. As a partner, Urgent Care of Farmington Hills PLLC will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders, including medical and health care professionals, who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2015, Urgent Care of Farmington Hills PLLC has provided fingerprinting services successfully. They have the staff and infrastructure already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Farmington Hills. These applicants include health care professionals required for processing by the Michigan Department of Health and Human Services.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Goin Postal</b>	
1. Legal business name and full address.	Goin Postal 1219 N. Leroy St. Fenton, MI 48430
2. State in which business was incorporated.	Michigan
3. Phone number.	(810) 208-7155
4. Website address.	<a href="https://www.goinpostal.fenton.com/">https://www.goinpostal.fenton.com/</a>
5. The relationship of the subcontractor to the Contractor.	Goin Postal has been a partner with IDEMIA USA since May 2013. IDEMIA USA and Goin Postal have partnered in Michigan to operate an Enrollment Center in Fenton and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Goin Postal has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Goin Postal entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Goin Postal has been a trusted partner and has contributed to 1.8 million transmissions in the State
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Opened in 2010, Goin Postal has worked for corporate stores for more than 30 years combined. A local owned and operated business service center, they provide printing and copying needs. As a partner, Goin Postal will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2013, Goin Postal has provided fingerprinting services successfully. They have the infrastructure and staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Fenton. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Flint &amp; Genesee Chamber of Commerce</b>	
1. Legal business name and full address.	Flint & Genesee Chamber of Commerce 519 Saginaw St., Ste. 200 Flint, MI 48502
2. State in which business was incorporated.	Michigan
3. Phone number.	(810) 600-1457
4. Website address.	<a href="https://www.flintandgenesee.org/">https://www.flintandgenesee.org/</a>
5. The relationship of the subcontractor to the Contractor.	Flint & Genesee Chamber of Commerce has been a partner with IDEMIA USA since January 2019. IDEMIA USA and Flint & Genesee Chamber of Commerce have partnered in Michigan to operate an Enrollment Center in Flint and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Flint & Genesee Chamber of Commerce has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Flint & Genesee Chamber of Commerce entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Flint & Genesee Chamber of Commerce has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Flint & Genesee Chamber of Commerce is a business membership organization serving the Flint and Genesee Counties. In addition to providing traditional services for its members, the Flint & Genesee Chamber also serves as the lead economic development agency for Genesee County, operates the area's convention and visitors bureau, and delivers education and training programs to meet the needs of the region's growing workforce. As a partner, Flint & Genesee Chamber of Commerce will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since January 2019, Flint & Genesee Chamber of Commerce has successfully provided fingerprinting services. They have the infrastructure and staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Flint. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Gaylord Regional Airport</b>	
1. Legal business name and full address.	Gaylord Regional Airport 1100 Aero Dr. Gaylord, MI 49735
2. State in which business was incorporated.	Michigan
3. Phone number.	(989) 732-4218
4. Website address.	<a href="http://www.gaylordregional.com/default.htm">http://www.gaylordregional.com/default.htm</a>
5. The relationship of the subcontractor to the Contractor.	Gaylord Regional Airport has been a host site for our fingerprinting services since July 2013. As a host site, they have provided the facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Gaylord Regional Airport partnered with IDEMIA USA under the current statewide fingerprinting services contract. As a host site, they have provided the facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services to key stakeholders, including those requiring licensing from LARA. To date, Gaylord Regional Airport has been a trusted partner and has helped us to submit 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Gaylord Regional Airport is owned and operated by the County of Otsego. The airport is licensed by the Michigan Aeronautics Commission as a General Utility Airport. It is a tier one airport in all categories of the Michigan Airport System Plan. As a partner, the Airport is a host site for our fingerprinting services. IDEMIA USA fingerprints applicants the State requires for licensing, certification, or employment. We will continue to conduct fingerprinting services at their facilities under the new contract.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Gaylord Regional Airport has hosted IDEMIA USA to conduct fingerprinting services. As a mobile location, we will continue to coordinate with the Airport to deploy our Enrollment Agents. We have the relationship and processes in place to schedule and conduct fingerprinting services to key airport stakeholders. IDEMIA USA will continue conducting fingerprinting services to applicants within a 50-mile radius of Gaylord, Michigan as well as those who live and/or work in Otsego County. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Mid Michigan Community Action</b>	
1. Legal business name and full address.	Mid Michigan Community Action 1302 Chatterton St. Gladwin, MI 48624
2. State in which business was incorporated.	Michigan
3. Phone number.	(989) 426-2801
4. Website address.	<a href="http://www.mmcaa.org/">http://www.mmcaa.org/</a>
5. The relationship of the subcontractor to the Contractor.	Mid Michigan Community Action has been a host site for our fingerprinting services since June 2013. As a host site, they have provided the facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Mid Michigan Community Action partnered with IDEMIA USA under the current statewide fingerprinting services contract. As a host site, they have provided the facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services to key stakeholders, including those individuals the State requires for licensing, certification, or employment. To date, Mid Michigan Community Action has been a trusted partner and has helped us to submit 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Mid Michigan Community Action is funded by the federal Community Services Block Grant (CSBG). A substantial part of the CSBG network includes Community Action Agencies (CAAs) like Mid Michigan Community Action Agency created through the Economic Opportunity Act of 1964. Mid Michigan Community Action provides community programs that help reduce poverty, and revitalize and empower low-income communities to become fully self-sufficient. Mid Michigan CAA tailors its services to the unique problems and needs of the six counties served, including Bay County, Clare County, Gladwin County, Mecosta County, Midland County, and Osceola County. Mid Michigan Community has helped over 16,000 families and individuals each year with over 20 programs and services. As a partner, Mid Michigan Community Action serves as a host site for our fingerprinting services. IDEMIA USA fingerprints applicants the State requires for licensing, certification, or employment at their facilities. We will continue to conduct fingerprinting services at their facilities under the new contract.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Mid Michigan Community Action has hosted IDEMIA USA to conduct fingerprinting services. As a mobile location, we will continue to coordinate with this partner to deploy our Enrollment Agents. We have the relationship and processes in place to schedule and conduct fingerprinting services to key stakeholders. IDEMIA USA will continue conducting fingerprinting services to applicants within a 50-mile radius of Gladwin, Michigan as well as those who live and/or work in Gladwin County. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Live Scan Fingerprinting Services</b>	
1. Legal business name and full address.	Live Scan Fingerprinting Services 3737 Lake Eastbrook Blvd. SE, Ste. 205 Grand Rapids, MI 49546
2. State in which business was incorporated.	Michigan
3. Phone number.	(616) 301-1703
4. Website address.	<a href="http://www.fingerprinting.com/michigan/grand-rapids/live-scan-fingerprinting/">http://www.fingerprinting.com/michigan/grand-rapids/live-scan-fingerprinting/</a>
5. The relationship of the subcontractor to the Contractor.	Live Scan Fingerprinting Services has been a partner with IDEMIA USA since May 2013. IDEMIA USA and Livescan Fingerprinting Services have partnered in Michigan to operate an Enrollment Center in Grand Rapids and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Live Scan Fingerprinting Services has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Live Scan Fingerprinting Services entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Livescan Fingerprinting Services has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Live Scan Fingerprinting Services provides livescan fingerprinting services to Michigan applicants. As a partner, Live Scan Fingerprinting Services will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2013, Live Scan Fingerprinting Services has provided fingerprinting services successfully. They have the infrastructure and staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Grand Rapids. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Gogebic Community College – Copper Mall</b>	
1. Legal business name and full address.	Gogebic Community College Copper Mall 47420 Hwy M-26, Ste. 107 Houghton, MI 49938
2. State in which business was incorporated.	Michigan
3. Phone number.	906-932-4231
4. Website address.	<a href="https://www.gogebic.edu/">https://www.gogebic.edu/</a>
5. The relationship of the subcontractor to the Contractor.	Gogebic Community College at Copper Mall, has been a host site for our fingerprinting services since June 2013. As a host site, they have provided the facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Gogebic Community College partnered with IDEMIA USA under the current statewide fingerprinting services contract. As a host site, they have provided their facilities at Copper Mall in Houghton, Michigan for IDEMIA USA Enrollment Agents to conduct fingerprinting services to key stakeholders. To date, Gogebic Community College has been a trusted partner and has helped us to submit 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Founded in 1930, Gogebic Community College is an accredited junior community college with a campus in Ironwood, Michigan and a center in the Copper County Mall in Houghton, Michigan. As a partner, Gogebic Community College provides its Copper Mall facilities as a host site for our fingerprinting services. IDEMIA USA fingerprints applicants the State requires for licensing, certification, or employment. We will continue to conduct fingerprinting services at their facilities under the new contract.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Gogebic Community College has hosted IDEMIA USA to conduct fingerprinting services at the Copper County Mall facility. As a mobile location, we will continue to coordinate with the Community College to deploy our Enrollment Agents. We have the relationship and processes in place to schedule and conduct fingerprinting services to key stakeholders. IDEMIA USA will continue conducting fingerprinting services to applicants within a 50-mile radius of Houghton, Michigan. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid



<b>Advanta Print</b>	
1. Legal business name and full address.	Advanta Print 407 Carpenter Ave. Iron Mountain, MI 49801
2. State in which business was incorporated.	Michigan
3. Phone number.	(906) 828-2500
4. Website address.	<a href="https://advantaprint.com/">https://advantaprint.com/</a>
5. The relationship of the subcontractor to the Contractor.	Advanta Print has been a partner with IDEMIA USA since January 2015. IDEMIA USA and Advanta Print have partnered in Michigan to operate an Enrollment Center in Iron Mountain and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Advanta Print has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Advanta Print entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Advanta Print has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Advanta Print is a screen printing and embroidery company with over 18 years of design and print experience. As a partner, Advanta Print will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2015, Advanta Print has provided fingerprinting services successfully. They have the infrastructure and staff already in place to continue conducting fingerprinting services to applicants within a 50-mile radius of Iron Mountain. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Gogebic Community College</b>	
1. Legal business name and full address.	Gogebic Community College Academic Bldg. E4946 Jackson Rd. Ironwood, MI 49938
2. State in which business was incorporated.	Michigan
3. Phone number.	(906) 307-1201
4. Website address.	<a href="https://www.gogebic.edu/">https://www.gogebic.edu/</a>
5. The relationship of the subcontractor to the Contractor.	Gogebic Community College has been a host site for our fingerprinting services since June 2013. As a host site, they have provided the facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services at their Ironwood, Michigan campus.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Gogebic Community College partnered with IDEMIA USA under the current statewide fingerprinting services contract. As a host site, they have provided their facilities at Copper Mall in Houghton, Michigan for IDEMIA USA Enrollment Agents to conduct fingerprinting services to key stakeholders. To date, Gogebic Community College has been a trusted partner and has helped us to submit 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Founded in 1930, Gogebic Community College is an accredited junior community college with a campus in Ironwood, Michigan and a center in the Copper Country Mall. As a partner, Gogebic Community College provides its Ironwood campus facilities as a host site for our fingerprinting services. IDEMIA USA fingerprints applicants the State requires for licensing, certification, or employment. We will continue to conduct fingerprinting services at their facilities under the new contract.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Gogebic Community College has hosted IDEMIA USA to conduct fingerprinting services at the Ironwood campus. As a mobile location, we will continue to coordinate with the Community College to deploy our Enrollment Agents. We have the relationship and processes in place to schedule and conduct fingerprinting services to key stakeholders. IDEMIA USA will continue conducting fingerprinting services to applicants within a 50-mile radius of Ironwood, Michigan. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>All Purpose Fingerprinting LLC</b>	
1. Legal business name and full address.	All Purpose Fingerprinting LLC 2610 E. Michigan Ave. Jackson, MI 49202
2. State in which business was incorporated.	Michigan
3. Phone number.	(517) 788-7997
4. Website address.	<a href="http://allpurposescreening.com/fingerprinting/">http://allpurposescreening.com/fingerprinting/</a>
5. The relationship of the subcontractor to the Contractor.	All Purpose Fingerprinting LLC has been a partner with IDEMIA USA since April 2018. IDEMIA USA and All Purpose Fingerprinting LLC have partnered in Michigan to operate an Enrollment Center in Jackson and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	All Purpose Fingerprinting LLC has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After All Purpose Fingerprinting LLC entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, All Purpose Fingerprinting LLC has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	All Purpose Fingerprinting LLC uses livescan technology for inkless electronic fingerprinting. The fingerprints are electronically transmitted to the Department of Justice (DOJ) for processing of a criminal record check. As a partner, Livescan Fingerprinting Services will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since April 2018, All Purpose Fingerprinting LLC has provided fingerprinting services successfully. They have the staff and infrastructure already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Jackson. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Fingerprinting to Go</b>	
1. Legal business name and full address.	Fingerprinting to Go 3030 S 9th St., Ste. 2C Kalamazoo, MI 49009
2. State in which business was incorporated.	Michigan
3. Phone number.	(248) 821-2659
A. 4. Website address.	<b>B. N/A</b>
5. The relationship of the subcontractor to the Contractor.	Fingerprinting to Go has been a partner with IDEMIA USA since May 2013. IDEMIA USA and Fingerprinting to Go have partnered in Michigan to operate an Enrollment Center in Kalamazoo and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Fingerprinting to Go has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Fingerprinting to Go entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Fingerprinting to Go has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Fingerprinting to Go provides livescan fingerprinting services to Michigan applicants. As a partner, Fingerprinting to Go will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2013, Fingerprinting to Go has provided fingerprinting services successfully. They have the staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Kalamazoo. These applicants include those individuals whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Kalkaska Memorial Health Center</b>	
1. Legal business name and full address.	Kalkaska Memorial Health Center 419 S Coral St. Kalkaska, Michigan 49646
2. State in which business was incorporated.	Michigan
3. Phone number.	(231) 258-7502
4. Website address.	<a href="https://www.munsonhealthcare.org/kalkaska-memorial-health-center/kmhc">https://www.munsonhealthcare.org/kalkaska-memorial-health-center/kmhc</a>
5. The relationship of the subcontractor to the Contractor.	Kalkaska Memorial Health Center has been a host site for our fingerprinting services since October 2016. As a host site, they have provided the facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Kalkaska Memorial Health Center partnered with IDEMIA USA under the current statewide fingerprinting services contract. As a host site, they have provided their facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services to key stakeholders. To date, the Health Center has been a trusted partner and has helped us to submit 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Kalkaska Memorial Health Center is northern Michigan's largest and leading health care system. Based in Traverse City, Michigan, their team of medical experts, nine award-winning community hospitals, and related organizations serve people in 30 counties. Most of the region's 540,000 residents can receive comprehensive quality care in or near their local community with access to sophisticated diagnostic technology such as 3D tomography, advanced cancer and heart treatments, and the latest robotic technology, stereotactic radiosurgery, and non-invasive surgical procedures. As a partner, Kalkaska Memorial Health Center provides its facilities as a host site for our fingerprinting services. IDEMIA USA fingerprints applicants the State requires for licensing, certification, or employment, including health care professionals. We will continue to conduct fingerprinting services at their facilities under the new contract.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Kalkaska Memorial Health Center has hosted IDEMIA USA to conduct fingerprinting services at their facilities in Kalkaska, Michigan. As a mobile location, we will continue to coordinate with the Health Center to deploy our Enrollment Agents. We have the relationship and processes in place to schedule and conduct fingerprinting services to key stakeholders. IDEMIA USA will continue conducting fingerprinting services to applicants within a 50-mile radius of Kalkaska, Michigan and those serving the region's 540,000 residents. These applicants include medical and health care professionals required for processing by the Michigan Department of Health and Human Services.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>L'Anse Area Schools</b>	
1. Legal business name and full address.	L'Anse Area Schools 201 N 4th St. L'Anse, MI 49946
1. Legal business name and full address.	Michigan
2. State in which business was incorporated.	(906) 524-6121
3. Phone number.	<a href="http://www.lanseschools.org/">http://www.lanseschools.org/</a>
4. Website address.	L'Anse Area Schools has been a host site for our fingerprinting services since June 2013. As a host site, they have provided the facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services.
5. The relationship of the subcontractor to the Contractor.	L'Anse Area Schools partnered with IDEMIA USA under the current statewide fingerprinting services contract. As a host site, they have provided their area schools and facilities in L'Anse, Michigan for IDEMIA USA Enrollment Agents to conduct fingerprinting services to key stakeholders. To date, L'Anse Area Schools has been a trusted partner and has helped us to submit 1.8 million transmissions in the State.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	L'Anse Area Schools provides high quality education to a rural Upper Peninsula community. The institution provides academic programs and vocational industrial education programs geared to meet the diverse needs of their student population. L'Anse Area Schools is located in L'Anse, Michigan. They serve approximately 620 K-12 students. The district consists of an elementary building, a connected junior-senior high school building and a separate industrial education building. As a partner, L'Anse Area Schools provides its schools and facilities as a host site for our fingerprinting services. IDEMIA USA fingerprints applicants the State requires for licensing, certification, or employment. These include Michigan Department of Education applicants, including L'Anse faculty and staff. We will continue to conduct fingerprinting services at their facilities under the new contract.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	L'Anse Area Schools has hosted IDEMIA USA to conduct fingerprinting services at their schools and facilities. As a mobile location, we will continue to coordinate with the institution to deploy our Enrollment Agents. We have the relationship and processes in place to schedule and conduct fingerprinting services to key stakeholders. IDEMIA USA will continue conducting fingerprinting services to applicants within a 50-mile radius of L'Anse, Michigan. These applicants include faculty and staff who are required by the Michigan Department of Education to undergo fingerprinting background checks.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Paschal Security</b>	
1. Legal business name and full address.	Paschal Security 2720 Alpha Access St., Ste. C Lansing, MI 48910
2. State in which business was incorporated.	Michigan
3. Phone number.	(517) 267-9629
4. Website address.	<a href="http://www.paschalsecurity.com/">http://www.paschalsecurity.com/</a>
5. The relationship of the subcontractor to the Contractor.	Paschal Security has been a partner with IDEMIA USA since May 2013. IDEMIA USA and Paschal Security have partnered in Michigan to operate an Enrollment Center in Lansing and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Paschal Security has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Paschal Security entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Paschal Security has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Paschal Security is a limited liability security guard and private investigation agency, licensed by the State of Michigan. They offer comprehensive security plans. The comprehensive plans consists of interacting, interlocking, and overlapping security features that provide mutual support and the most cost effective security measures. Some of the services include security guard services, private investigation services, livescan fingerprinting, employment screening, drug testing, and training. As a partner, Paschal Security will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2013, Paschal Security has provided fingerprinting services successfully. They have the staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Lansing. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Amerilabs 24 LLC</b>	
1. Legal business name and full address.	Amerilabs 24 LLC 6810 South Cedar Street St., Ste. 8 Lansing, MI 48911
2. State in which business was incorporated.	Michigan
3. Phone number.	(517) 215-7209
4. Website address.	<a href="https://www.arcpointlabs.com/lansing/">https://www.arcpointlabs.com/lansing/</a>
5. The relationship of the subcontractor to the Contractor.	Amerilabs 24 LLC has been a partner with IDEMIA USA since March 2018. IDEMIA USA and Amerilabs 24 LLC have partnered in Michigan to operate an Enrollment Center in Lansing and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Amerilabs 24 LLC has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Amerilabs 24 LLC entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Amerilabs 24 LLC has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Established in 2018, AmeriLabs 24 LLC provides laboratory testing industry, working with the major diagnostic labs nationwide. They have provided services for the government, businesses, and personal testing requirements. They provide one convenient location in Lansing with mobile on-site testing capabilities available as well. As a partner, AmeriLabs 24 LLC will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2018, AmeriLabs 24 LLC has provided fingerprinting services successfully. They have the staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Lansing. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid



<b>Oakview Medical Care Facility</b>	
1. Legal business name and full address.	Oakview Medical Care Facility 1001 Diana St. Ludington, MI 49431
2. State in which business was incorporated.	Michigan
3. Phone number.	(231) 845-5185 x239
4. Website address.	<a href="http://www.oakviewmcf.com/">http://www.oakviewmcf.com/</a>
5. The relationship of the subcontractor to the Contractor.	Oakview Medical Care Facility has been a host site for our fingerprinting services since July 2016. As a host site, they have provided the facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Oakview Medical Care Facility partnered with IDEMIA USA under the current statewide fingerprinting services contract. As a host site, they have provided their facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services to key stakeholders. To date, Oakview Medical Care Facility has been a trusted partner and has helped us to submit 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Oakview Medical Care Facility is a public, nonprofit entity serving Mason County. Oakview is a medical care facility, offering a broad range of high quality, long-term health care services and enriching the lives of those we serve. As a partner, Oakview Medical Care Facility provides its facilities as a host site for our fingerprinting services. IDEMIA USA fingerprints applicants the State requires for licensing, certification, or employment, including health care professionals. We will continue to conduct fingerprinting services at their facilities under the new contract.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Oakview Medical Care Facility has hosted IDEMIA USA to conduct fingerprinting services at their facilities in Ludington, Michigan. As a mobile location, we will continue to coordinate with the Health Center to deploy our Enrollment Agents. We have the relationship and processes in place to schedule and conduct fingerprinting services to key stakeholders. IDEMIA USA will continue conducting fingerprinting services to applicants within a 50-mile radius of Ludington, Michigan and those living and/or working Mason County. These applicants include health care professionals required for processing by the Michigan Department of Health and Human Services.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Menominee Delta Schoolcraft Community Action Agency</b>	
1. Legal business name and full address.	Menominee Delta Schoolcraft Community Action Agency 905 10th St. Menominee, MI 49858
2. State in which business was incorporated.	Michigan
3. Phone number.	(906) 863-2158
4. Website address.	<a href="http://mdscaa.org/">http://mdscaa.org/</a>
5. The relationship of the subcontractor to the Contractor.	The Menominee Delta Schoolcraft Community Action Agency has been a host site for our fingerprinting services since January 2017. As a host site, they have provided the facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	The Menominee Delta Schoolcraft Community Action Agency partnered with IDEMIA USA under the current statewide fingerprinting services contract. As a host site, they have provided their facilities in Menominee, Michigan for IDEMIA USA Enrollment Agents to conduct fingerprinting services to key stakeholders. To date, Menominee Delta Schoolcraft Community Action Agency has been a trusted partner and has helped us to submit 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	The Menominee Delta Schoolcraft Community Action Agency has been serving the residents of Menominee, Delta, Schoolcraft Counties for the past 54 years. The Community Action Agency receives funding from the State of Michigan, federal government, and private contributions to help people of all ages to improve their quality of life. They provide in-home and support services and advocacy for at-risk populations. Among their programs are the Foster Grandparent program, Senior Companion Program, Early Childhood Program, and Homeless Assistance. The Community Action Agency provides its Ironwood campus facilities as a host site for our fingerprinting services. IDEMIA USA fingerprints applicants, including those who provide foster care, nursing care, and child care. We will continue to conduct fingerprinting services at their facilities under the new contract.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	The Menominee Delta Schoolcraft Community Action Agency has hosted IDEMIA USA to conduct fingerprinting services at their facilities in Menominee. As a mobile location, we will continue to coordinate with the Community Action Agency to deploy our Enrollment Agents. We have the relationship and processes in place to schedule and conduct fingerprinting services to key stakeholders, including those who provide foster care, nursing care, and child care. IDEMIA USA will continue conducting fingerprinting services to applicants within a 50-mile radius of Menominee, Michigan and those who reside and/or work in Menominee, Delta, and Schoolcraft Counties. These applicants who provide foster care, nursing care, and child care services.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>ProMedica 360 Health</b>	
1. Legal business name and full address.	ProMedica 360 Health 901 N. Macomb St., #1 Monroe, MI 48162
2. State in which business was incorporated.	Michigan
3. Phone number.	(734) 240-4150
4. Website address.	<a href="https://www.promedica.org/monroe-regional-hospital/Pages/default.aspx">https://www.promedica.org/monroe-regional-hospital/Pages/default.aspx</a>
5. The relationship of the subcontractor to the Contractor.	ProMedica 360 Health (formerly Mercy Memorial Hospital Corp dba Corporate Connection) has been a partner with IDEMIA USA since May 2013. IDEMIA USA and ProMedica 360 Health have partnered in Michigan to operate an Enrollment Center in Monroe and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	ProMedica 360 Health has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After ProMedica 360 Health entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, ProMedica 360 Health has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	ProMedica 360 Health offers a broad range of inpatient and outpatient services. Their network of care begins at ProMedica 360 Health and extends throughout the ProMedica system in southern Michigan and Ohio. They are a national leader in treatment of heart attack, congestive heart failure, pneumonia and surgical care, The ProMedica system is also a pacesetter in Michigan for obstetrics, emergency care, intensive care, controlling infections and organ donation. As a partner, ProMedica 360 Health will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders, including medical and health care professionals, who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2013, ProMedica 360 Health has provided fingerprinting services successfully. They have the staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Monroe. These applicants include medical and health care professionals required for processing by the Michigan Department of Health and Human Services.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>UPS Store #2466</b>	
1. Legal business name and full address.	UPS Store #2466 2020 South Mission St. Mt. Pleasant, MI 48858
2. State in which business was incorporated.	Michigan
3. Phone number.	(989) 773-6060
4. Website address.	<a href="https://locations.theupsstore.com/mi/mount-pleasant/2020-s-mission-st">https://locations.theupsstore.com/mi/mount-pleasant/2020-s-mission-st</a>
5. The relationship of the subcontractor to the Contractor.	UPS Store #2466 has been a partner with IDEMIA USA since May 2013. IDEMIA USA and UPS Store #2466 have partnered in Michigan to operate an Enrollment Center in Mount Pleasant and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	UPS Store #2466 has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After UPS entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, UPS Store #2466 has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	UPS is the world's largest package delivery company and leading global provider of specialized transportation and logistics services. In addition to these services, IDEMIA USA has partnered with UPS to provide livescan services to Michigan applicants at the UPS Store #2466 in Mount Pleasant. As a partner, UPS Store #2466 will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2013, UPS Store #2466 has provided fingerprinting services successfully. They have the staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Mt. Pleasant. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Helen Newberry Joy Hospital – Berry House</b>	
1. Legal business name and full address.	Helen Newberry Joy Hospital Berry House 502 W. Truman Blvd. Newberry, MI 49868
2. State in which business was incorporated.	Michigan
3. Phone number.	(906) 293-9133
4. Website address.	<a href="http://www.hnjh.org/HNJHWebsite/">http://www.hnjh.org/HNJHWebsite/</a>
5. The relationship of the subcontractor to the Contractor.	Helen Newberry Joy Hospital has been a host site for our fingerprinting services since June 2013. As a host site, they have provided the facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Helen Newberry Joy Hospital partnered with IDEMIA USA under the current statewide fingerprinting services contract. As a host site, they have provided their facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services to key stakeholders. To date, the Hospital has been a trusted partner and has helped us to submit 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Helen Newberry Joy Hospital serves Luce County and the surrounding area since 1965. As one of the most technologically advanced, up-to-date diagnostic centers in the Eastern Upper Peninsula, they provide a wide range of medical services. As a partner, Helen Newberry Joy Hospital provides its facilities as a host site for our fingerprinting services. IDEMIA USA fingerprints applicants the State requires for licensing, certification, or employment, including health care professionals. We will continue to conduct fingerprinting services at their facilities under the new contract.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Helen Newberry Joy Hospital has hosted IDEMIA USA to conduct fingerprinting services at their facilities in Newberry, Michigan. As a mobile location, we will continue to coordinate with the Health Center to deploy our Enrollment Agents. We have the relationship and processes in place to schedule and conduct fingerprinting services to key stakeholders. IDEMIA USA will continue conducting fingerprinting services to applicants within a 50-mile radius of Newberry, Michigan and those residing in and/or working in Luce County. These applicants include health care professionals required for processing by the Michigan Department of Health and Human Services.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>UPS Store #4392</b>	
1. Legal business name and full address.	UPS Store #4392 1887 Holton Rd, Ste. D Muskegon, MI 49445
2. State in which business was incorporated.	Michigan
3. Phone number.	(231) 744-4800
4. Website address.	<a href="https://locations.theupsstore.com/mi/muskegon/1887-holton-rd">https://locations.theupsstore.com/mi/muskegon/1887-holton-rd</a>
5. The relationship of the subcontractor to the Contractor.	UPS Store #4392 has been a partner with IDEMIA USA since May 2016. IDEMIA USA and UPS Store #4392 have partnered in Michigan to operate an Enrollment Center in Muskegon and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	UPS Store #4392 has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After UPS entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, UPS Store #4392 has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	UPS is the world's largest package delivery company and leading global provider of specialized transportation and logistics services. In addition to these services, IDEMIA USA has partnered with UPS to provide livescan services to Michigan applicants at the UPS Store #4392 in Muskegon. As a partner, UPS Store #4392 will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2016, UPS Store #4392 has provided fingerprinting services successfully. They have the staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Muskegon. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>IMPACT</b>	
1. Legal business name and full address.	IMPACT 1001 Military St. Port Huron, MI 48060
2. State in which business was incorporated.	Michigan
3. Phone number.	(810) 985-5437
4. Website address.	<a href="http://www.impactph.org/">http://www.impactph.org/</a>
5. The relationship of the subcontractor to the Contractor.	IMPACT has been a partner with IDEMIA USA since May 2013. IDEMIA USA and IMPACT have partnered in Michigan to operate an Enrollment Center in Port Huron and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	IMPACT has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After IMPACT entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, IMPACT has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Since 1978, IMPACT has provided quality residential care for the developmentally disabled and mentally ill, as well as assisted living services, community-based advocacy and supports, mental health and substance abuse outpatient counseling and support services, psychiatric consultation, and prevention programs in St. Clair County. These services are provided to people with complex developmental disabilities, mental health disorders, medical and health-related disabilities, the elderly in need of assisted living and persons with substance use problems. As a partner, IMPACT will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2013, IMPACT has provided fingerprinting services successfully. They have the staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Port Huron. These applicants include health care professionals required for processing by the Michigan Department of Health and Human Services.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid



<b>Municipal Supply Company</b>	
1. Legal business name and full address.	Municipal Supply Company 1 Industrial Dr., Bldg. # 1 Portland, MI 48875
2. State in which business was incorporated.	Michigan
3. Phone number.	(517) 647-6597
4. Website address.	<a href="http://www.municipalsupply.com/">http://www.municipalsupply.com/</a>
5. The relationship of the subcontractor to the Contractor.	Municipal Supply Company has been a partner with IDEMIA USA since June 2013. IDEMIA USA and Municipal Supply Company have partnered in Michigan to operate an Enrollment Center in Portland and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Municipal Supply Company has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Municipal Supply Company entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program.  To date, Municipal Supply Company has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Municipal Supply Company is a Michigan-based company, servicing cities and contractors throughout the lower states for over 50 years. They offer a wide range of municipality products, including the following: Piping for new roads, parks, and city-owned buildings; repairs to existing water and sewer systems; and, bulk purchases and sales of supplies for completing construction projects.  As a partner, Municipal Supply Company will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2013, Municipal Supply Company has provided fingerprinting services successfully. They have the staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Portland. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid



<b>Hilltop Manor</b>	
1. Legal business name and full address.	Hilltop Manor 643 W Erie St. Rogers City, MI 49779
2. State in which business was incorporated.	Michigan
3. Phone number.	(989) 734-7303
4. Website address.	<a href="http://www.rogerscityhousingcommission.com/">http://www.rogerscityhousingcommission.com/</a>
5. The relationship of the subcontractor to the Contractor.	Hilltop Manor has been a host site for our fingerprinting services since June 2013. As a host site, they have provided the facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Hilltop Manor and the Rogers City Housing Commission partnered with IDEMIA USA under the current statewide fingerprinting services contract. As a host site, they have provided their Hilltop Manor facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services to key stakeholders. To date, the Hilltop Manor and the Rogers City Housing Commission have been a trusted partner and has helped us to submit 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Hilltop Manor is a low-income, elderly-disabled apartment housing community that was built in 1972 as a joint effort between the City of Rogers City and the U.S. Department of Housing and Urban Development. Hilltop Manor is owned and operated by the Rogers City Housing Commission. As a partner, Hilltop Manor and the Rogers City Housing Commission provide its facilities as a host site for our fingerprinting services. IDEMIA USA fingerprints applicants the State requires for licensing, certification, or employment, including those providing health care to senior citizens. We will continue to conduct fingerprinting services at their Hilltop Manor community under the new contract.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Hilltop Manor has hosted IDEMIA USA to conduct fingerprinting services at their facilities in Kalkaska, Michigan. As a mobile location, we will continue to coordinate with the Rogers City Housing Commission and the Hilltop Manor community to deploy our Enrollment Agents. We have the relationship and processes in place to schedule and conduct fingerprinting services to key stakeholders. IDEMIA USA will continue conducting fingerprinting services to applicants within a 50-mile radius of Rogers City, Michigan and those serving the Hilltop Manor community's residents. These applicants include health care professionals required for processing by the Michigan Department of Health and Human Services.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>UPS Store #4979</b>	
1. Legal business name and full address.	UPS Store #4979 4352 Bay Rd. Saginaw, MI 48603
2. State in which business was incorporated.	Michigan
3. Phone number.	989-790-9701
4. Website address.	<a href="https://locations.theupsstore.com/mi/saginaw/4352-bay-road">https://locations.theupsstore.com/mi/saginaw/4352-bay-road</a>
5. The relationship of the subcontractor to the Contractor.	UPS Store #4979 has been a partner with IDEMIA USA since May 2013. IDEMIA USA and UPS Store #4979 have partnered in Michigan to operate an Enrollment Center in Saginaw and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	UPS Store #4979 has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After UPS entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, UPS Store #4979 has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Locally owned and operated, the UPS Store #4979 in Saginaw offers in-store and online printing, document finishing, a mailbox for all of your mail and packages, notary, packing, shipping, and even freight services. In addition to these services, IDEMIA USA has partnered with UPS to provide livescan services to Michigan applicants. As a partner, UPS Store #4979 will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2016, UPS Store #4979 has provided fingerprinting services successfully. They have the staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Saginaw. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>War Memorial Hospital</b>	
1. Legal business name and full address.	War Memorial Hospital 143 Arlington St. Sault Ste. Marie, MI 49783
2. State in which business was incorporated.	Michigan
3. Phone number.	(906) 635-7483
4. Website address.	<a href="https://www.warmemorialhospital.org/">https://www.warmemorialhospital.org/</a>
5. The relationship of the subcontractor to the Contractor.	War Memorial Hospital has been a partner with IDEMIA USA since May 2015. IDEMIA USA and Thurston Woods Village Inc. have partnered in to operate an Enrollment Center in Sault Ste. Marie and conduct fingerprinting services for the Michigan statewide fingerprinting services program.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	War Memorial Hospital has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After War Memorial Hospital entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, War Memorial Hospital has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	War Memorial Hospital is located in Sault Ste. Marie, Michigan. The hospital provides medical needs to citizens of Michigan's Upper Peninsula. As a partner, War Memorial Hospital will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment. These applicants include medical and health care professionals required for processing by the Michigan Department of Health and Human Services.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2013, War Memorial Hospital has provided fingerprinting services successfully for the Michigan statewide fingerprinting services program. They have the infrastructure and staff already in place to continue conducting fingerprinting services to applicants within a 50-mile radius of Sault Ste. Marie and the citizens of Michigan's Upper Peninsula. These applicants include medical and health care providers and those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Apple Screening LLC</b>	
1. Legal business name and full address.	Apple Screening LLC 48562 Van Dyke Ave. Shelby Township, MI 48317
2. State in which business was incorporated.	Michigan
3. Phone number.	(586) 486-5539
4. Website address.	<a href="http://www.fingerprinting.com/michigan/shelby-township/apple-screening/">http://www.fingerprinting.com/michigan/shelby-township/apple-screening/</a>
5. The relationship of the subcontractor to the Contractor.	Apple Screening LLC has been a partner with IDEMIA USA since May 2013. IDEMIA USA and Apple Screening LLC have partnered in Michigan to operate an Enrollment Center in Shelby Township and conduct fingerprinting services for the Michigan statewide fingerprinting services program.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Apple Screening LLC has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Apple Screening LLC entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Apple Screening LLC has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Apple Screening LLC provides fingerprinting services and background checks to Michigan applicants. The company performs livescan fingerprinting services. As a partner, Apple Screening LLC will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2013, Apple Screening LLC has provided fingerprinting services successfully. They have the staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Shelby Township. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Standish Historical Depot &amp; Welcome Center</b>	
1. Legal business name and full address.	Standish Historical Depot & Welcome Center 107 N. Main St. Standish, MI 48658
2. State in which business was incorporated.	Michigan
3. Phone number.	(989) 718-3021
4. Website address.	<a href="http://www.standishdepot.org/">http://www.standishdepot.org/</a>
5. The relationship of the subcontractor to the Contractor.	Standish Historical Depot & Welcome Center has been a host site for our fingerprinting services since June 2013. As a host site, they have provided the facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Standish Historical Depot & Welcome Center partnered with IDEMIA USA under the current statewide fingerprinting services contract. As a host site, they have provided their facilities in Standish, Michigan for IDEMIA USA Enrollment Agents to conduct fingerprinting services to key stakeholders. To date, Standish Historical Depot & Welcome Center has been a trusted partner and has helped us to submit 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Standish Historical Depot & Welcome Center is a historical landmark located in Standish, Michigan. Today, they host civic and entertainment events to the community. As a partner, Standish Historical Depot & Welcome Center offers its facilities as a host site for our fingerprinting services. IDEMIA USA fingerprints applicants the State requires for licensing, certification, or employment. We will continue to conduct fingerprinting services at their facilities under the new contract.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Standish Historical Depot & Welcome Center has hosted IDEMIA USA to conduct fingerprinting services. As a mobile location, we will continue to coordinate with the community facility to deploy our Enrollment Agents. We have the relationship and processes in place to schedule and conduct fingerprinting services to key stakeholders. IDEMIA USA will continue conducting fingerprinting services to applicants within a 50-mile radius of Standish, Michigan These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Thurston Woods Village Inc.</b>	
1. Legal business name and full address.	Thurston Woods Village Inc. 307 N. Franks Ave. Sturgis, MI 49091
2. State in which business was incorporated.	Michigan
3. Phone number.	(269) 651-7841
4. Website address.	<a href="http://thurstonwoods.org/">http://thurstonwoods.org/</a>
5. The relationship of the subcontractor to the Contractor.	Thurston Woods Village Inc. has been a partner with IDEMIA USA since May 2013. IDEMIA USA and Thurston Woods Village Inc. have partnered in to operate an Enrollment Center in Sturgis and conduct fingerprinting services for the Michigan statewide fingerprinting services program.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Thurston Woods Village Inc. has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Thurston Woods Village Inc. entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Thurston Woods Village Inc. has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Thurston Woods Village Inc. is a not-for-profit retirement community featuring a wide variety of housing, services and quality health care for senior citizens. As a partner, Thurston Woods Village Inc. will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment. These applicants include health care professionals required for processing by the Michigan Department of Health and Human Services.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2013, Thurston Woods Village Inc. has provided fingerprinting services successfully for the Michigan statewide fingerprinting services program. They have the infrastructure and staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Sturgis. These applicants include medical and health care providers and those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid

<b>Prudential Security Inc.</b>	
1. Legal business name and full address.	Prudential Security Inc. 20600 Eureka Rd., Suite 900 Taylor, MI 48180
2. State in which business was incorporated.	Michigan
3. Phone number.	(734) 286-6000
4. Website address.	<a href="https://www.prudentialsecurity.com/">https://www.prudentialsecurity.com/</a>
5. The relationship of the subcontractor to the Contractor.	Prudential Security Inc. has been a partner with IDEMIA USA since March 2015. Prudential Security Inc. operates as an Enrollment Center in Taylor, Michigan and conducts fingerprinting services.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Prudential Security Inc. has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Prudential Security Inc. entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Prudential Security has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Prudential Security, Inc. is a security guard company with home offices in Taylor, Michigan that provides on-site security guard services and mobile patrol services for commercial and residential properties. Their security officers may work as armed or unarmed guards, uniformed and plain clothed, on foot, Segway, or vehicle patrol. All security officers must pass a rigorous background check and complete an intense and comprehensive training program. As a partner, Prudential Security Inc. will continue to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders, including law enforcement personnel, who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2015, Prudential Security Inc. has provided fingerprinting services successfully for the Michigan statewide fingerprinting services program. They have the infrastructure and staff already in place to continue conducting fingerprinting services to applicants within a 25-mile radius of Traverse City. These applicants include law enforcement personnel and those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid



<b>Quida Corp dba UPS Store #1070</b>	
1. Legal business name and full address.	Quida Corp dba UPS Store #1070 526 W 14th St. Traverse City, MI 48684
2. State in which business was incorporated.	Michigan
3. Phone number.	(231) 947-0999
4. Website address.	<a href="https://locations.theupsstore.com/mi/traverse-city/526-w-14th-st">https://locations.theupsstore.com/mi/traverse-city/526-w-14th-st</a>
5. The relationship of the subcontractor to the Contractor.	Quida Corp dba UPS Store #1070 has been a partner with IDEMIA USA since May 2013. IDEMIA USA and Quida Corp dba UPS Store #1070 have partnered to operate an Enrollment Center in Traverse City, Michigan and conduct fingerprinting services to State applicants.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Quida Corp dba UPS Store #1070 has worked with IDEMIA USA on the current Michigan statewide fingerprinting services contract. Each subcontractor is screened before entering into an agreement with IDEMIA USA. After Quida Corp dba UPS Store #1070 entered into the agreement, we conducted a fingerprint-based background check for each staff member that would interact with applicants and conduct fingerprinting services. Once the staff member passed the background checks, IDEMIA USA installed equipment and trained the subcontractor Enrollment Agents using our established training program. To date, Quida Corp dba UPS Store #1070 has been a trusted partner and has contributed to 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Quida Corp dba UPS Store #1070 offers in-store and online printing, document finishing, a mailbox for all of your mail and packages, notary, packing, shipping, and even freight services - locally owned and operated and here to help. In addition to these services, IDEMIA USA has partnered with UPS to provide livescan fingerprinting services to Michigan applicants at the UPS Store #1070 in Traverse City. We will continue to partner with Quida Corp dba UPS Store #1070 to provide fingerprinting services under the new contract. We will perform background checks on staff who would interact with applicants and conduct fingerprinting services as part of the new contract. Once approved, they will serve key stakeholders who are required to have fingerprinting background checks for State licensing, certification, or employment.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Since 2013, Quida Corp dba UPS Store #1070 has provided fingerprinting services successfully. They have the infrastructure and staff already in place to continue conducting fingerprinting services to applicants within a 50-mile radius of Traverse City. These applicants include those whom the State requires fingerprinting background checks for licensing, certification, or employment.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid



<b>Leelin Home Health Care</b>	
1. Legal business name and full address.	Leelin Home Health Care 352 E Houghton Ave. West Branch, MI 48661
2. State in which business was incorporated.	Michigan
3. Phone number.	(989) 345-3138
4. Website address.	<a href="http://www.leelinhomehealth.net/">http://www.leelinhomehealth.net/</a>
5. The relationship of the subcontractor to the Contractor.	Leelin Home Health Care, Inc. has been a host site for our fingerprinting services since November 2015. As a host site, they have provided the facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services.
6. If the Contractor has a previous working experience with the subcontractor, provide the details of that previous relationship.	Leelin Home Health Care, Inc. partnered with IDEMIA USA under the current statewide fingerprinting services contract. As a host site, they have provided their facilities for IDEMIA USA Enrollment Agents to conduct fingerprinting services to key stakeholders. To date, the home health care provider has been a trusted partner and has helped us to submit 1.8 million transmissions in the State.
7. Description of subcontractor's organization and a description of the Contract Activities that will be performed or provided by the subcontractor.	Leelin Home Health Care, Inc. is a Michigan based, independent agency founded in November 1997 that provides home health care services to all of Northern Michigan and the Eastern Upper Peninsula. The agency offers an array of home care including Private Duty Care, Skilled Care, and multiple therapy services. As a partner, Leelin Home Health Care, Inc. provides its facilities as a host site for our fingerprinting services. IDEMIA USA fingerprints applicants the State requires for licensing, certification, or employment, including health care professionals. We will continue to conduct fingerprinting services at their facilities under the new contract.
8. Information concerning subcontractor's ability to provide the identified Contract Activities.	Leelin Home Health Care Inc. has hosted IDEMIA USA to conduct fingerprinting services at their facilities in West Branch, Michigan. As a mobile location, we will continue to coordinate with the Health Center to deploy our Enrollment Agents. We have the relationship and processes in place to schedule and conduct fingerprinting services to key stakeholders. IDEMIA USA will continue conducting fingerprinting services to applicants within a 50-mile radius of West Branch, Michigan. These applicants include health care professionals required for processing by the Michigan Department of Health and Human Services.
9. Of the total bid, the estimated price of the subcontractor's work. (if applicable)	<5% of the total bid