Cosign Digital Signature Tool 2017 Contract Management Conference

Bay City, MI March 29, 2017

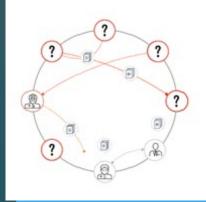


Current MDOT e-Sign Process

- MDOT e-Sign use has grown rapidly
- Now a core MDOT business process
- Clear benefits/significant savings for all stakeholders
- A great first step

Current process has some issues:

- "ad-hoc" e-sign validation is complicated (5600 forms)
- Cost & licensing issues
- No standardization/multiple programs
- Lack of mobile device applications



So MDOT began searching for a new tool...

The NEW MDOT Digital Signature Tool

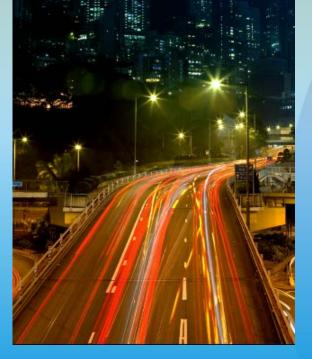
- CoSign Central from DocuSign
 - Trusted Digital
 Signature Tool
 - Met selection criteria
 - Centrally managed system
 - Free for all MDOT stakeholders



CoSign Features

cosign

The Most Widely-Used Digital Signature Solution

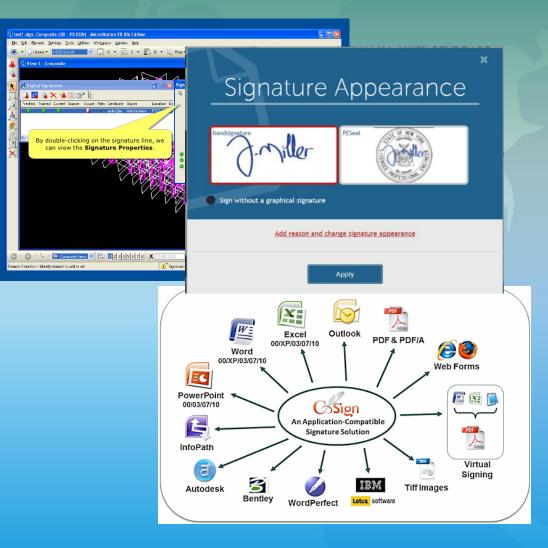


Three ways to use:

 -PC Software "Omnisign"
 -Web http://mdoinetpublic.state.mi.us/cosignweb
 -Mobile Application

- Easy to use interface and fast processing.
- Compatible with current signature process
- Easy to use & similar to prior methods
- Sign Documents directly from common programs (no need to upload)
- Standardized e-Sign tool
- Reduces software conflicts
- Simplifies support for users.

CoSign Features



- Customizable signature block
- Professional Seals (PE/LA/PS/etc.)
- Integrates with MS Word, Excel, Outlook, SharePoint, Windows and ProjectWise
- Direct use of CoSign in ProjectWise with "markup"
- Centralized validation enhances security with less user effort

SharePoint



Active Directory

How Does CoSign Work?

- Sign from desktop, mobile, or web interfaces w/same ID
- Signing process confirms your identity with MDOT DocuSign Appliance
- Confirms identity of other signatures on document
- Securely encrypts your signature
- Important Note: Must have internet access



MDOT CoSign Implementation Plan

• Launched February 1, 2017

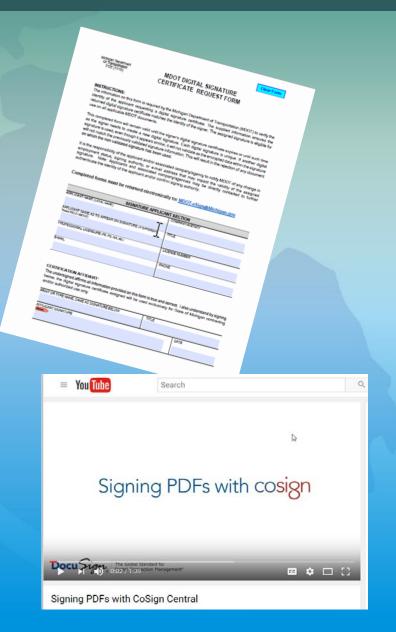
Anyone can apply for an ID at any time.

- MDOT will target outreach efforts to various groups
- (MDOT staff, Consultants, Contractors, Suppliers, Local Agencies, etc.)
- Industry Newsletters, Presentations, Announcements, etc.
- Transition period in 2017 of mixed Adobe/other/CoSign e-sign
- Goal is to have everyone using CoSign by Fall of 2017



How Can I Start Using CoSign?

- Fill out 2122 form send to:
- MDOT-e-sign@Michigan.gov
- Note: If using prior e-signature, also submit current 5600 form)
- After Validation you will receive:
- Email with Login/password
- Software Installation Instructions
- Instructions for all three signing methods
- web, mobile app, and PC software
- Co-Sign website & YouTube Support
- Dedicated MDOT e-sign webpage



Visit the MDOT e-Sign Support Website

• Located under "Doing Business"

- www.Michigan.gov/mdot-esign
- Site Contains:
- Application form
- Technical Support Information
- Frequently Asked Questions
- How to Videos
- Downloadable manuals
- Tutorials and more

Michigan Departme	DOT Int of Transportation	MDOT Home Contact MDOT F	AQ Sitemap D Mil.gov			
Roads and Travel Public Transit Rail Bridges, Borders and Ferries News and Information	will be joining the many organizations around business process and will greatly benefit in th efficiency and significant cost savings. By m	e form of streamlined workflow, improved sking it simple to digitally sign documents,	Quick Links - Title VI Nondiscrimination - Tribal Governments - Twitter Facebook YouTube - Mi Drive - State Map			
Projects and Programs Maps Reports, Publications	contracts, forms and records, CoSign elimina based signing processes, while creating lega inlegity and trust required for audits, complie business practices. Questions? Contact MDOT-eSign@michigan Introduction to CoSign 15	Ily enforceable signatures that provide the ince with industry regulations, and good				
and Specs About MDOT Doing Business	Installation Download CoSign Client Software [] CoSign Install for External Partners 🕵 CoSign Uninstall %	Videos Signing Word Documents with CoSign Using the digital signature Designer Utility Signing Excel with CoSign				
Forms Bridge Operations Contractor Services Vendor/Consultant Services	Install CA Certificate Signing PDP's with CoSign Manuals and Guides • CoSign Client User Guide (Full Manual) Signing Signing Mobile App User Guide (Full Manual) Signing The CoSign Web App to Sign and Validate Signing Documents with the CoSign Client Signing Documents with the Mobile App Signing Documents with CoSign in ProjectWise S					
Local Program Agency Passenger Transportation Aeronautics						
Title VI Nondiscrimination MDOT Training Sign up for email from MDOTI						

Michigan.gov Home MDOT Home Site Map FAQ. State Web Sites Office of Regulatory Reinvention FOIA Contact MDOT Open Michiga

www.Michigan.gov/mdot-esign

Demo - PC CoSign with Outlook



Demo – PC CoSign with ProjectWise



Demo – CoSign Website Application

http://mdotnetpublic.state.mi.us/cosignweb

Demo – CoSign Mobile Device App

Date

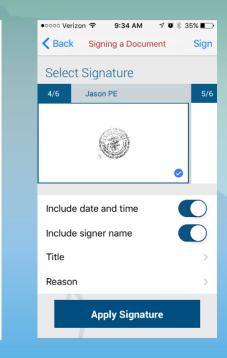
Date

Date

Page 5 of 5



gn + È		Prime Cont	Authorized by Managing Office Manager Del D Del Kirkby P.E. ^{Transmission} Signature Authorized by Region Construction Engineer: C <i>Manhorized</i> by Bureau of Field Services: Tim Cr Tap to sign	D Kirkby D tris
And the second by Man (1996) and the second b		Date Date	Recommended by Construction Engineer: Kevid McBeproids Korin McRepublic Signature Authorized by Managing Office Manager Del D Del Kirkby P.E. ^{Production} Signature Authorized by Region Construction Engineer: C VanNowick Rechtler A.C. ^{Claugher} Construction Engineer: C Signature Authorized by Region Construction Engineer: C VanNowick	Di Kirkby Di hris Di
A Character of the second seco		Date	Authorized by Managing Office Manager. Del D Del Kirkby P.E. ^{The Manager and}	Kirkby Di Tris Di
nature horized by Region Construction INOWICK <i>Stepher Van Revell, P.E.</i> ^{Chilmpher Yan Nervick Insture horized by Bureau of Field Serv}		Date	Del Kirkby P.E. Testing and the second	Di
horized by Region Construction Norwick tripler Ver Haved, P.f. Christeler Ver Nerwick nature horized by Bureau of Field Serv		Date	Signature Authorized by Region Construction Engineer: C Vankforwick (Renge in Konce / f. (Singular to Suma) Signature Tap to Sign	nris Di
INOrwick Chinese P.E. Chinese Ven Nerrock Instance New York Yes Nerrock Inorized by Bureau of Field Serv		Date	Authorized by Region Construction Engineer: C VanNowsk (Centre in Kreat, P.E. Unique tractional Signature Taphorized by Bureau of Field Services: Tim Cr Tap to sign	nris Di
nature horized by Bureau of Field Serv			(designer for fired (P.E. ^{Classifier to Newsk}	
horized by Bureau of Field Serv			Tap to sign	
horized by Bureau of Field Serv		Date	Tap to sign	20
nature		Date	anature	
nature				
			Authorized by Airports Division:	
horized by Airports Division:		Date	Signature	Di
		RTICIPATIO	IN - ACTION BY F.H.W.A.	
nature			(Signature)	(Date)
FEDERAL PARTICIPATION - ACTION BY F.H.W.A.		RTICIPATION - ACTION BY F.A.A.		
			(Signature)	(Date)
(Signature)	1 V			
CTION BY F.A.A.				
	(Signature)	(Signature)	(Signature)	(Signature)



Jason Clark	Signed by: Jason Clark MDOT Construction Administration Engineer Date & Time: Jan 12 2017 9:49 AM	cosign
Signature		Date



MDOT Digital Signature Support:

Contact MDOT-eSign@Michigan.gov To get your user ID/password and for technical support

