


NOTICE OF INTENT TO AWARD

Form K-I

RFP #: 25-069/BW	TITLE: Records Management Software (RMS)
BUYER: Bridget Williams	

ACTION	DATE	INITIALS	ACTION	DATE	INITIALS
RFP OPENED	9/18/2025	BW/JJ	AWARD RECOMMENDATION POSTED IN PURCHASING		
POSTING APPROVED	10/7/2025		POSTING REMOVED		
COPY TO BUYER ASSISTANT FOR POSTING ON INTERNET	10/15/25	BW	COPY TO OEBO AND DEPARTMENT		

KEY(S) FOR RECOMMENDATION: (PLEASE NOTE YOUR RECOMMENDATION BELOW)

PREFERENCE CODES:

- (1) RECOMMENDED AWARD – HIGHEST RANKED RESPONSIVE AND RESPONSIBLE PROPOSER
- (2) RESPONSIVE AND RESPONSIBLE TO RFP, BUT NOT HIGHEST RANKED PROPOSER
- (3) NOT RESPONSIVE AND/OR RESPONSIBLE TO RFP
- (4) NOT TECHNICALLY EVALUATED / IN EXCESS OF DEPARTMENTS FUNDING LIMITS

- “SBE” = SBE Preference (Up to 15%)
 “BL/LP” = Business Location/Local Preference (5%)

Name of Proposer	Location	IF PREFERENCE NOTE: “SBE” and/or “BL/LP”	RANK	AWARD RECOMMENDATION “KEY” ONLY (SEE ABOVE)
Locality Media, LLC dba First Due	3071 Orange Street, Miami, FL 33133	N/A	1	(1)
Tyler Technologies, Inc.	840 West Long Lake Road, Troy, MI 48098	N/A	2	(2)
ImageTrend LLC	1305 Corporate Center Drive, Suite 500, Eagan, MN 55121	N/A	3	(2)
EPR Systems USA Inc	1016 LaSalle Street, Jacksonville, FL 32207	N/A		(3)

NOTE: This Award and execution of a Contract is contingent upon successful negotiations and BCC approval. This Notice of Intent to Award is hereby posted this date in fulfillment of Palm Beach County Code as codified in Chapter 2, Article III. A contract must be completed and executed by the successful proposer and the County and, when appropriate, by the Board of County Commissioners before it becomes valid and effective. If these conditions and contract negotiations, if applicable, are not met and/or completed within a reasonable timeframe as determined by the County the County may elect to cancel the Recommended Award to that proposer and make the award recommendation to the next most advantageous proposer. This process may continue until such time as the County has determined to cancel the procurement in its entirety.

* Tiebreakers, if required, are applied in the following order: 1) Drug Free Workplace Certification; 2) Total Score

TU, OCT 7 2025 PM 3:42

Posting period 10/7/2025 through 10/15/2025