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Procurement Department
www.pbcgov.org/purchasing

NOTICE OF SOLE SOURCE PROCUREMENT

DATED: January 5, 2026

PALM BEACH COUNTY PROCUREMENT DEPARTMENT
50 SOUTH MILITARY TRAIL, SUITE 110
WEST PALM BEACH, FLORIDA 33415-3199

TITLE: TIME MANAGEMENT SYSTEMS (TMS)

BUYER: Jordan Andrews

This Notice is issued in accordance with the applicable procurement ordinance, Section 2-54 (f)(2) and policies, to inform the public of the decision to proceed with a Sole Source Procurement process for the acquisition of the following goods/services:

General description of Goods/Services

Description	The Palm Tran department request a sole source solution with Time Management System (TMS) to ensure non-Interrupted continuation of the current time management software. This solution will require an upgrade of the existing hardware and software provided only by TMS Inc. The uninterrupted nature of this solution is pivotal to Palm Tran Payroll department Successful operational activities
Estimated Quantity	3
Estimated Value	\$22,410
Contract Duration	One-time Project

Any objections to this sole source procurement must be submitted in writing to the procurement office by January 20, 2026. If no objections are received by the deadline, the procurement process will proceed as planned.

For any inquiries or further clarification, please contact:

Contact Name: Jordan Andrews

Phone Number: (561) 616-6825

General Email Address: jandrews1@pbc.gov or PUR-Procure-Solicit@pbc.gov

This notice is issued in compliance with applicable procurement laws, regulations, and procedures.

JESSICA COMIS, PROCUREMENT DIRECTOR

SIGNATURE / DATE

POSTING PERIOD: January 5, 2026 THROUGH January 20, 2026

STAMP HERE:

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