Docusign Envelope ID: 0CB02843-44AB-433E-ACDA-8F7E4ABBB2E3

City of Jacksonville, Florida

Procurement Award Form (PAF)

Part 1 – Form Type: JPAC 126.204 (a) New Award, Renewals, Waive Technical Defects, Price Increases, NTE Increases.

Goods and/or Services: Harris Acclaim Annual Maintenance

Requested Action and Justification:

Recommend approval of single source award to Harris Recording Solutions, D.B.A Harris Local Government Solutions for support and maintenance for their proprietary Acclaim and ATS Bridge Software Solution. Period of service will be from April 1, 2026 through March 31, 2027. Total expenditure not to exceed $190,850.87.

***To be encumbered using state funding per FS 28.37(5). The Clerk's Office will issue the purchase order internally upon approval of the award. The account to be used is reported in the City's ACFR, and as part of our consolidated structure the Clerk's Office requests the single source award.

Supplier:	Harris Recording Solutions	**Basis of Award:**	N/A	**BID Opening Date:**	

POA #:	n/a	**PO #:**	n/a	**Change Order #:**	n/a
Solicitation #:	SS 17590 26	**Contract #:**	n/a	**Contract ADM #:**	n/a
Term:	1 year	**Options:**	n/a	**Options Used:**	n/a

Federally Funded:	No	**JSEB Rec:**	N/A
Licenses Verified:	N/A	**JSEB %:**	N/A
Bonds Required:	No	**Bonds Waived Pursuant To:**	N/A

Fund:	000000	**Center:**	000000	**Acct:**	000000	**Proj:**	00000000	**Activity:**	0000000000	$	190,850.87
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$	
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$	

New NTE/GMP:	$ 190,850.87	**Contingent Amt:**	$ 0.00	**DMP/ODPO Amt:**	$ 0.00

Using Agency/BU:	CLCL:CLERK OF THE COURTS		
Concurrence:	Signed by: Spinelli, Jennifer 7BD7EF3CED954AF...	**Title:**	ASST TO CLERK OF CIR AND CO COURT - CHIEF FINANCIAL OFFICER 3/3/2026
Concurrence:		**Title:**	
Concurrence:		**Title:**	
Concurrence:		**Title:**	

Procurement Analyst/Buyer:	Signed by: Barnett, Renata E5139E2BE81E477...	**Chief of Procurement:**	Signed by: Robert Waremburg, for Dustin Freeman 3/10/2026 4812CA1D431247A...
Name:	Barnett, Renata	**Name:**	Dustin L. Freeman

Part 2 – JPAC Action: All award actions subject to lawfully appropriated funds.		**Part 3 – Final Awarding Authority Action:**	
Members who approve:		**Action:**	
Members who disapprove:		**Signature:**	
Date:		**Date:**	

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PAF Instructions
Part 1 (using agency)

Form Type: This form will be used for both Administrative Awards and JPAC Requests. Select type from dropdown options.

Goods and/or Services: Enter a brief description of the types of goods and services included in the request.

Requested Action and Justification: Enter a brief description of the requested action or authority being sought. i.e.; *Request permission to award the lowest, responsive responsible bidder for an ITB or award the highest ranked supplier for an RFP.* This block should also be used for additional information such as additional 4th account strings, or other information essential for contract execution.

Supplier: Enter awarded supplier name**.** If multiple, include in "Requested Action and Justification" box.

Basis of Award: Select from Lowest Price Technical Acceptable (LPTA), Highest Price Technical Acceptable (HPTA) or N/A.

Bid Opening Date: The date bids were unsealed by Procurement.

POA #: This is your 1Cloud generated Agreement number. Select Type, Enter Number.

PO #: Enter the PO number or agreement release number.

Change Order #: Provide the applicable change order number represented by this request.

Solicitation #: Select Prefix type, Enter Number, and Year.

Contract #: This number should be the same as your POA number (unless procured prior to 2020)

Contract Amendment #: Provide the applicable amendment number represented by this request.

Term: Select the Period of Performance or Term for the initial period.

Options: Period of time for each renewal or option.

Options Used: Prior to this request, enter how many options were already used.

Federally Funded: Select yes or no from dropdown if Federal Funds will be used.

JSEB Rec: Select Encouragement or JSEB Set Aside Option.

JESB %: If JSEB Participation, enter the percentage.

Bonds Waived Pursuant to: Select option from Drop down.

Funding Sources: Fund/Center/Account/Project/Activity, all fields are required even if zeros.

New NTE/GMP: Enter the new total not to exceed amount. Note, this should match the contract maximum indebtedness, if applicable**.**

Contingent Amount: If your agency requests an allowance for unforeseen additional expenses, then specify the amount of your requested increase and new NTE that represents the contingency allowance. This is over and above any quote.

DMP/ODPO Account: Enter the Direct Materials Purchase/Owner Direct Purchase Order Account. Used mainly for CIP (Capital Improvement/Construction) Projects

Using Agency/BU: Select one from the dropdown list.

Concurrence: Using Agency internal routing requirements for Electronic Signatures (follow Proc Manual for threshold requirements)

Title: Title of person electronically signing form.

Attachments: Included any supplemental information to the Procurement Award Form. i.e.; *Scope of work, previous awards*.

**Any field where there is no data available, or no entry is required, either leave it blank or enter N/A. Any fields where there is known data, include for informational purposes. Any changes to an original award should contain the data that is being changed and any other relevant data required for JPAC review and approval.*

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JODY PHILLIPS
CLERK OF THE CIRCUIT COURT
DUVAL COUNTY, FLORIDA

January 27, 2026

To: Dustin Freeman, Chief of Procurement

Thru: Jennifer Spinelli, Chief Financial Officer

From: Victoria Tomlin, Purchasing Specialist

Subject: Single Source Request – Harris Acclaim & ATS Bridge Software Maintenance Renewal

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The Clerk of the Circuit and County Courts is requesting a single source award to Harris Recording Solutions, D.B.A. Harris Local Government Solutions to provide support and maintenance for their proprietary Acclaim and ATS Bridge Software Solution for the period of April 1, 2026, through March 31, 2027. The total expenditure is not to exceed $190,850.87.

To be encumbered using state funding per FS 28.37(5). The Clerk's Office will issue the purchase order internally upon approval of the award. The account to be used is reported in the City's ACFR, and as a part of our consolidated structure the Clerk's Office requests this single source award.

Attachments: Single Source Request Form
Harris Invoice LAPMN0001102
Previous Single Source Award

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FINANCE & ADMINISTRATION DEPARTMENT, PROCUREMENT DIVISION

JUSTIFICATION FOR SINGLE SOURCE (JSS)

Pursuant to the City of Jacksonville Procurement Code§ 126.206 & § 126.312, when requesting a purchase from a vendor subject to the referenced sections, please complete this form to justify your request and submit to Procurement with applicable attachments.

1. Requesting Agency:	Constitutional Offices
2. Nature and/or description of the requirement being requested. ***Identify each item, component or service being procured. (Attach quote/proposal):*** ***Why does the city need these particular goods or services?***	Annual maintenance for customizations created by Harris to the Acclaim software. Maintenance provided for invoicing services, automated export service, and service and hide backup image/data service.
3. Provide a detailed justification as to why the requested goods/services can only be efficiently and effectively procured through the recommended Single Source vendor:	These three modifications were procured through Bid #SP-0452-16 and were created as customizations for the Clerk's Acclaim Module. These customizations were created by Harris for the Clerk's Office through PO 5367 which was issued internally.
4. Date of Request	1/27/2026

5. Summary of Market Research

[Provide a description of the market research performed, how it was performed, by whom, and market research results. Please spell out acronyms.]

[Failure to pay annual maintenance costs will result in termination of rights to the customizations provided. No other supplier can provide warranty/maintenance to these customizations of Harris proprietary software products.]

6. Conflict of Interest (Must Check)

√ By checking this box, I affirm that there are no actual, potential, or perceived conflicts of interest with the entity in which I am requesting a single source award. Conflict of Interest shall be interpreted consistent with *Chapter 112, Florida Statutes.*

7. Other Documentation (Check and attach all that apply)

√ Supplier Quote

√ Single Source Memo signed by Director

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☐ Other [Click here to list other documentation.]

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HARRIS
RECORDING SOLUTIONS

Remit To: Harris Local Government Solutions Inc.;
PO BOX 74008484
Chicago, IL 60674-8484

Invoice LAPMN0001102
Date 1/26/2026
Page 1 of 1

Ship To

DUVAL COUNTY CLERK OF THE CIRCUIT COURT
Purchasing
501 W Adams St Ste 2338
Jacksonville, FL 32202-4628
United States

Bill to

DUVAL COUNTY CLERK OF THE CIRCUIT COURT
Purchasing
501 W Adams St Ste 2338
Jacksonville, FL 32202-4628
United States

PO Number	Customer No.	Salesperson ID	Shipping Method	Payment Terms
	DUV000		LOCAL DELIVERY	

Ordered	Item Number	Description	Unit Price	Ext Price
1.00	APT-MN-ACCLAIM	Acclaim maintenance: 4/1/2026 to 3/31/2027	US$158,189.44	US$158,189.44
1.00	HRS-APT-ATSSW	ATS Bridge Software: 4/1/2026 to 3/31/2027	US$32,661.43	US$32,661.43

Invoice Questions? Please call Adriana Lozano at 1-888-847-7747 OR e-mail alozano@harriscomputer.com

Subtotal	US$190,850.87
Misc	US$0.00
Tax	US$0.00
Freight	US$0.00
Trade Discount	US$0.00
Total	US$190,850.87

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HARRIS
RECORDING SOLUTIONS

Upcoming Software Support Renewal Notice

Account (DUV000)

Date: Jan-26-26

DUVAL COUNTY CLERK OF THE CIRCUIT COURT
501 W Adams St Ste 2338
Jacksonville
FL
32202-4628
United States

Dear Customer,

Thank you for your continued business with us. We value and appreciate you as a customer.

Please find below a list of new invoices and copies attached for your upcoming software support renewal.

Reference	Invoice Date	Due Date	Invoice Amount
LAPMN0001102	Jan-26-26	Apr-01-26	US$ 190,850.87
		Total:	**US$ 190,850.87**

It would be appreciated if you could confirm receipt of these invoices.

If you wish not to renew the service, please contact our sales representative immediately or send a request to the email address below.

We will send you another reminder 14 days before the due dates listed above.

When making payment, please refer to the second page of this notice for our current bank address and ACH/Wire information. If making payment electronically, please email the remittance to: CDeSouza@harriscomputer.com.

If you have any questions, please do not hesitate to contact me at +1 (825) 205-2753 or by email at CDeSouza@harriscomputer.com.

Thank you for your time. We are looking forward to continued partnership with you.

Yours sincerely,

Claudia Regina de Souza
Accounts Receivable

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HARRIS
RECORDING SOLUTIONS

Lockbox for Check Payments

Harris Local Government Solutions Inc.,
Recording Solutions
PO Box 74008484
Chicago, IL 60674-8484

ACH or Wire

Harris Systems USA - BOA USD	
Account No.:	4427890967
Beneficiary Name:	Harris Systems USA Inc
Beneficiary Address:	1 Antares Drive, Suite 400, Ottawa, ON, K2E 8C4, Canada
ABA No. (ACH Payments):	111000012
ABA No. (Wire Payments):	026009593
International Swift:	BOFAUS3N
Bank Name:	Bank of America
Bank Address:	100 West 33rd St, New York, NY 10001