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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: Fire Prevention & Inspection System and Patient Care Reporting System

Requested Action and Justification:

Request approval to enter into contract negotiations with First Due as the top-ranked firm following formal demonstrations. The results of negotiations and subsequent award will be presented to JPAC.

Final Ranking:
1. First Due: 184.38
2. ERP Systems USA, Inc.: 163.87
3. ImageTrend, LLC: 160.54

Supplier:	First Due	**Basis of Award:**	Highest Evaluated	**BID Opening Date:**	10/24/2025

POA #:	TBD	**PO #:**	TBD	**Change Order #:**	N/A
Solicitation #:	RFP-NONCON 17083 25	**Contract #:**	TBD	**Contract ADM #:**	N/A
Term:	5 years	**Options:**	0	**Options Used:**	N/A

Federally Funded:	No	**JSEB Rec:**	Encouragement
Licenses Verified:	N/A	**JSEB %:**	0
Bonds Required:	No	**Bonds Waived Pursuant To:**	N/A

Fund:	00000	**Center:**	00000	**Acct:**	00000	**Proj:**	000000	**Activity:**	00000000	$	0.00
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$	
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$	

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

Using Agency/BU:	TSOD:OFFICE OF THE DIRECTOR			
Concurrence:	Signed by: Mosia, Jeff 89EB38D71ED4E1...	**Title:**	ASST INFO TECH OFFICER - PMO MANAGER	5/15/2026
Concurrence:	Signed by: Nihal Kekec E2017DB4B0C4D5...	**Title:**	ASST INFO TECH OFFICER-TECHNOLOGY SOLUTIONS FINANCE MANAGER	5/18/2026
Concurrence:	Signed by: Kendrick, Wanyonyi F3E522F095434F5...	**Title:**	DIRECTOR OF TECHNOLOGY SOLUTIONS	5/20/2026
Concurrence:		**Title:**		

Procurement Analyst/Buyer:	Signed by: Simpson, Sandy 309A0368E9B74A5...	**Chief of Procurement:**	Signed by: B10F1D517352456...	5/26/2026
Name:	Simpson, Sandy	**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:**	

Docusign Envelope ID: FE82AA65-940D-49FF-B762-9C4DB5061628

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.*

Docusign Envelope ID: FE82AA65-940D-49FF-B762-9C4DB5061628

Scoring Matrix Summary

Fire Prevention & Inspection System and Electronic Patient Care Reporting System

		First Due	EPR Systems USA, Inc.	ImageTrend	SGS Technologie
Solicitation:	RFP-17083-25				
Close Date:	Ocotber 24, 2025				
Invited Suppliers:	232				
Responded:	4				
Analyst:	Sandy Simpson				
Total Points - Written Evaluation:		87.38	80.67	76.34	N/A
Total Points - Formal Demonstrations:		97.00	83.20	84.20	N/A
Total Combined Points:		184.38	163.87	160.54	N/A
Final Ranking Order:		**1**	**2**	**3**	**N/A**

Docusign Envelope ID: FE82AA65-940D-49FF-B762-9C4DB5061628

City of Jacksonville, Florida

Procurement Award Form (PAF)

Part 1 – Form Type: JPAC Award Request: Renewals, Extensions, and Unit Price Increases

Goods and/or Services: Fire Prevention & Inspection System and Patient Care Reporting System

Requested Action and Justification:

Request approval to proceed with on-site demonstrations with the three (3) highest scoring responsive and responsible firms for RFP-17083-25 Fire Prevention & Inspection System and Electronic Patient Care Reporting System listed below.

1. First Due: 87.38
2. ERP Systems USA, Inc.: 80.67
3. ImageTrend, LLC: 76.34

Request approval to reject SGS Technologie for not meeting the Minimum Supplier Qualifications.

Supplier:	Multiple	**Basis of Award:**	Highest Evaluated	**BID Opening Date:**	10/24/2025

POA #:	TBD	**PO #:**	TBD	**Change Order #:**	N/A
Solicitation #:	RFP-NONCON 17083 25	**Contract #:**	TBD	**Contract ADM #:**	N/A
Term:	5 years	**Options:**	0	**Options Used:**	N/A

Federally Funded:	No	**JSEB Rec:**	Encouragement
Licenses Verified:	N/A	**JSEB %:**	0
Bonds Required:	No	**Bonds Waived Pursuant To:**	N/A

Fund:	00000	**Center:**	00000	**Acct:**	00000	**Proj:**	000000	**Activity:**	00000000	$	0.00
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$	
Fund:		**Center:**		**Acct:**		**Proj:**		**Activity:**		$	

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

Using Agency/BU:	TSOD:OFFICE OF THE DIRECTOR		
Concurrence:	Signed by: Nihad Kekec E2017D8B4B0C49B...	**Title:**	ASST INFO TECH OFFICER-TECHNOLOGY SOLUTIONS FINANCE MANAGER 1/22/2026
Concurrence:	Signed by: Kendrick, Wanyonyi F3E522F095434F5...	**Title:**	DIRECTOR OF TECHNOLOGY SOLUTIONS 1/22/2026
Concurrence:		**Title:**	
Concurrence:		**Title:**	

Procurement Analyst/Buyer:	Signed by: Simpson, Sandy 309A0368E9B74A5...	**Chief of Procurement:**	Signed by: 1/27/2026 B10F1D517352456...
Name:	Simpson, Sandy	**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:	3	**Action:**	Approved
Members who disapprove:	0	**Signature:**	Signed by: kelli O'Leary 92A2898FE95E4AC... Signed by:
Date:	1/29/2026	**Date:**	1/29/2026

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Fire Prevention & Inspection System and Electronic Patient Care Rep

RFP - Non-Construction 17083-25,2

Total Points	50 Points	25 Points	5 Points	20 Points
Suppliers	**Functional & Technical Requirements**	**Implementation & Training:**	**Vendor Experience & References**	**Cost**
First Due, Inc.				
Damian Bell	40.00	23.00	2.00	20.00
Christel Burgos	46.00	25.00	5.00	20.00
James Marx	40.00	20.00	4.00	20.00
Vimal Misra	41.00	24.00	3.00	20.00
Daniel Guthrie	33.90	25.00	5.00	20.00
Average	40.18	23.40	3.80	20.00
EPR Systems USA, Inc.				
Damian Bell	40.00	25.00	3.00	4.37
Christel Burgos	50.00	25.00	5.00	4.37
James Marx	50.00	25.00	5.00	4.37
Vimal Misra	46.00	24.00	4.50	4.37
Daniel Guthrie	49.00	25.00	5.00	4.37
Average	4.43	24.80	4.50	4.37
ImageTrend, LLC				
Damian Bell	45.00	20.00	5.00	7.56
Christel Burgos	43.88	20.00	5.00	7.56
James Marx	40.00	20.00	5.00	7.56
Vimal Misra	42.00	24.00	5.00	7.56
Daniel Guthrie	39.00	25.00	5.00	7.56
Average	41.98	2.06	5.00	7.56

Docusign Envelope ID: FE82AA65-940D-49FF-B762-9C4DB5061628

orting System

OVERALL	Rank
Total Points (100 max)	
85.00	
96.00	
84.00	
88.00	
83.90	
87.38	**1**
72.37	
84.37	
84.37	
78.87	
83.37	
80.67	**2**
77.56	
76.44	
72.56	
78.56	
76.56	
76.34	**3**

Docusign Envelope ID: FE82AA65-940D-49FF-B762-9C4DB5061628

Demonstrations - Fire Prevention & Inspection System and RFP - Non-Construction 1

Total Points	5 Points	35 Points	30 Points
Suppliers	**Presentation**	**System Functionality**	**Overall Ease of Use**
First Due, Inc.			
Damian Bell	5.00	35.00	25.00
Christel Burgos	3.00	35.00	30.00
James Marx	5.00	33.00	28.00
Vimal Misra	5.00	34.00	29.00
Daniel Guthrie	5.00	35.00	30.00
Average	**4.60**	**34.40**	**28.40**
EPR Systems USA, Inc.			
Damian Bell	4.00	30.00	25.00
Christel Burgos	5.00	25.00	20.00
James Marx	4.00	27.00	25.00
Vimal Misra	5.00	33.00	27.00
Daniel Guthrie	5.00	30.00	25.00
Average	**4.60**	**29.00**	**24.40**
ImageTrend, LLC			
Damian Bell	3.00	30.00	20.00
Christel Burgos	3.00	30.00	25.00
James Marx	5.00	30.00	30.00
Vimal Misra	5.00	30.00	25.00
Daniel Guthrie	5.00	30.00	25.00
Average	**4.20**	**30.00**	**25.00**

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l Electronic Patient Care Reporting System

L7083-25

10 Points	20 Points	OVERALL	Rank
Report Creation	System Configuration	Total Points (100 max)	
10.00	20.00	95.00	
8.00	20.00	96.00	
10.00	20.00	96.00	
10.00	20.00	98.00	
10.00	20.00	100.00	
9.60	**20.00**	**97.00**	**1**
10.00	18.00	87.00	
5.00	10.00	65.00	
7.00	18.00	81.00	
9.00	19.00	93.00	
10.00	20.00	90.00	
8.20	**17.00**	**83.20**	**3**
8.00	15.00	76.00	
6.00	15.00	79.00	
8.00	18.00	91.00	
8.00	17.00	85.00	
10.00	20.00	90.00	
8.00	**17.00**	**84.20**	**2**

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Fire Prevention & Inspection System and Electror

RFP-17083-25

	Evaluation Score	Demonstration Score
FIRST DUE, INC.	87.38	97.00
EPR SYSTEMS USA, INC	80.67	83.20
IMAGE TREND, LLC	76.34	84.20

Docusign Envelope ID: FE82AA65-940D-49FF-B762-9C4DB5061628

nic Patient Care Reporting System

Total Combined Score (200 Maximum)	Final Rank
184.38	**1**
163.87	2
160.54	3