



**CITIZENS PROPERTY INSURANCE CORPORATION
DESCRIPTION OF INTENDED SINGLE SOURCE PURCHASE
SS18-2002**

DATE POSTED: 03/15/2018

LAST DAY FOR RECEIPT OF INFORMATION: 03/26/2018 at 5 PM ET

Vendors are requested to provide information regarding their ability to provide the commodities or contractual services described herein, in writing, to purchasing@citizensfla.com, or Purchasing Department, 2101 Maryland Circle, Tallahassee, Florida 32303, no later than the last day for receipt of information provided above.

This description of commodities or contractual services, intended for purchase from a single source, is posted in accordance with section 287.057(3)(c), F.S., and will remain posted for a period of at least 7 business days. Interested vendors are requested to provide information regarding their ability to supply the commodities or contractual services described.

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- I. **TITLE:** ImageRight Suite
 - II. **INTENDED SOURCE (Vendor):** Vertafore, Inc.
 - III. **COMMODITY OR SERVICE REQUIRE:** ImageRight Document Management Custom API
 - A. **Quantity:** n/a
 - B. **Performance and/or Design Requirements:** Usage and maintenance licenses
 - IV. **Justification for Single Source Acquisition:** ImageRight document management is being replaced by Citizens' CORE document management. During the transition to the CORE application, a number of licenses for ImageRight will need to be maintained in order to properly transition the documents to the new system and to meet Florida's statutory obligations for document management retrieval during and after the transition. Inquiring vendors must be able to quote as a reseller on authorized ImageRight document management licenses customized for Citizens use.
 - V. **CONTRACT TERM:** Renewal of licenses through 03/31/2020
 - VI. **CONTRACT VALUE:** Initial year estimated at \$87,000.00
 - VII. **REQUESTING BUSINESS UNIT:** ECM-Enterprise Content Management

If it is determined in writing by Citizens, after reviewing any information received from prospective vendors, that the commodities or contractual services are available only from a single source, Citizens will provide notice of its intended decision to enter a single-source purchase contract in the manner specified in section 120.57(3), F.S.