



RISK MANAGEMENT & PURCHASING
1140 EAST PARKER STREET
LAKELAND, FL 33801

Subject: Public Safety Scheduling and Timekeeping Software for the City of Lakeland
-2026-RFP-030

The City of Lakeland Selection Committee has reviewed all submittals received from qualified firms to provide professional services related to the above-mentioned project. The firms listed were previously notified of shortlisting and presentations.

Presentations will be conducted via Teams at the City of Lakeland IT Lab located at Lakeland Electric Admin Bldg. 4th floor 501 E. Lemon st. Lakeland, FL 33801, On Monday August 10th (10:00-4:30)

The following times have been set for presentations:

August 10th

- 10:00 am to 11:30 am | Vertosoft LLC.
- 1:00 pm to 2:30 pm | Hero Schedule LLC
- 3:00 pm to 4:30 pm | Locality Media LLC dba First Due

All vendors have received an individual calendar meeting invite

Although this is a public noticed meeting only vendors presenting are allowed during their presentation times.

Evaluation criteria will include:

Selection Committee members will grade each presentation based on the following criteria:

1. Best and Final Offer
2. Scheduling and Timekeeping Alignment to Scope
3. Implementation Services
4. Reporting and Dashboards
5. User Experience and Configurability

Interview Timeline

Platform Overview	5 min
Budget Alignment	5 min
Scheduling	25 min
Timekeeping	25 min
Reporting & Dashboards	10 min
Implementation	10 min
Questions & Wrap-Up	10 min

The Final Selection meeting will be on Tuesday August 11th at 3:00 p.m. at the City of Lakeland Purchasing Bid room 1140 East Parker st Lakeland, FL 33801

Sincerely,

Linda Alsbaugh (Buyer)