



**COMMISSIONERS COURT
COMMUNICATION**

COURT ORDER NUMBER 145265
PAGE 1 OF 14
DATE: 5/20/2025

SUBJECT: RFP NO. F2025129 - ANNUAL CONTRACT FOR NOTARY FRAUD ALERT SOFTWARE AND MAINTENANCE - COUNTY CLERK - FIDLAR TECHNOLOGIES - PER CONTRACT TERMS

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award RFP No. F2025129, Annual Contract for Notary Fraud Alert Software and Maintenance, for County Clerk, to Fidlar Technologies at the per contract terms and approve contract.

BACKGROUND

Notice of the County's intent to bid was advertised in local newspapers, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Eight hundred forty-three (843) vendors were contacted and requested to participate in this proposal process. All documents pertaining to this RFP were posted on the Tarrant County website and were downloaded by interested parties. One (1) proposal and nine (9) no-bids were received.

The proposal was evaluated by the County Clerk, Information Technology, and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP.

The proposal received from Fidlar Technologies meets all specifications and is acceptable to the County Clerk.

The term of the contract is twelve (12) months, effective May 20, 2025, with two (2) options for renewal periods of twelve (12) months each.

The purpose of this software is to track the usage of individual notaries' registered credentials within Tarrant County. The system generates a daily report of credential usage and sends it directly to the notary's registered account. This enables the notary to identify any unauthorized use and promptly alert authorities in the vent of fraudulent activity.

Therefore, it is the joint recommendation of the County Clerk, Information Technology, and Purchasing that RFP No. F2025129, Annual Contract for Notary Fraud Alert Software and Maintenance, be awarded to Fidlar Technologies, at the per contract terms.

The contract is attached for approval and signature. The Criminal District Attorney's Office reviewed the contract as to form.

SUBMITTED BY	Purchasing	PREPARED BY:	Elaine Johnson, CPPO, CPPB
		APPROVED BY:	Christopher Lax, CPSM, CPSD, CPCP



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FISCAL IMPACT

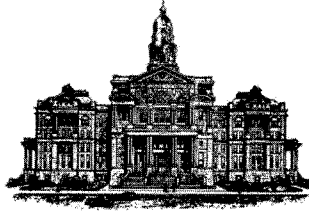
Funding in the amount of \$125,000.00 is available in account 21100-2025 Records Preservation and Automation/4820101000 Administration/578025 Software Maintenance and Licenses.

Annual license fees in the amount of \$25,000.00 will be requested in future budgets.

RFP No. F2025129 Annual Contract for Notary Fraud Alert Software and Maintenance

Evaluation Criteria	Max Point Value	Fidlar Technologies Davenport, IA HUB - No CO-OP - Yes
Vendor Qualifications and Experience	150	113
Response to Requirements	350	341
Proposed Implementation Approach	100	80
References	50	17
Price	350	350
TOTAL	1000	901

Notes: No-bids received from: CSI Leasing, Inc., 3-C Technology, LLC, Communication Concepts (Communicon Inc.), Hypertec USA Inc., J.Reynolds & Co., SecurityScorecard, Inc., Texas Pipeline Services, Trafera, LLC, Tall City Cyber LLC



Tarrant County 1895 Historic Courthouse

Mary Louise Nicholson, Tarrant County Clerk

100 W. Weatherford, Rm.130
Fort Worth Texas 76196-0401

May 20, 2025

Elaine Johnson
Senior Contracts Administrator
100 E. Weatherford Street, Suite 303
Fort Worth, TX 76196

RE: Fidlar Technologies
RFP F2025129 – Notary Fraud Alert (NFA)

Dear Ms. Johnson,

Based on the information provided in the responses, the Tarrant County Clerk Department approves award of Bid F2025129 to Fidlar Technologies per contract terms.

Sincerely,

Mary Louise Nicholson

Mary Louise Nicholson
Tarrant County Clerk

NOTARY FRAUD ALERT



Tarrant County, TX

Notary Fraud Alert Description:

Fidlar Technologies (Fidlar) Notary Fraud Alert (NFA) service is designed to monitor, identify and notify individuals whose name has been indexed from a document recorded in the Tarrant County, TX County Clerk's Office. NFA allows subscribers the ability to have their personal/business name monitored within the Tarrant County Clerk's Office in order to track possible fraudulent activity. NFA allows for free subscriptions via the NFA website and is accessed by the potential subscriber. Subscribers will be notified only when the name they have submitted is used in any recording activities within the Tarrant County Clerk's Office. The alert notification methods provided as options to the subscriber (and selected at the time of subscription) are either email or phone.

The attached Exhibit A is an representation of the implementation plan and Exhibit B is a listing of the unique features provided by NFA and must be accepted at the time of the signing of this agreement.

Notary Fraud Alert Service Terms and Conditions:

Tarrant County agrees to participate in the NFA Service by providing the index data required (at no cost to Fidlar) and permitting the use of this information in order to monitor and identify (via the NFA Service) Notaries' identity only for the purpose of possible fraudulent activity. Tarrant County understands that NFA is a service provided by Fidlar in order to offer Consolidated Reports to all participating users. Tarrant County will post index data via a data format mutually agreed upon by Fidlar and Tarrant County to a FTP site, at interval timings under full discretion of the Tarrant County. The data once received by the FTP site will then be processed by the NFA system service which is running on a secured system server behind firewall technology. Fidlar reserves the right to make changes to the NFA service as deemed necessary.

Fidlar agrees NOT to retain subscriber's information beyond time period needed to perform NFA services unless required under another agreement executed with Tarrant County.

Fidlar agrees that it may NOT use or share Tarrant County data in any other way other than the method outlined above for the NFA service, without the express written consent of the Tarrant County.

Fidlar agrees to provide needed hardware, technology and software in order to perform needed search and notification to subscribers.

Compliance with Law:

In providing the services required by this Agreement, Vendor must observe and comply with all applicable federal, state, and local statutes, ordinances, rules, and regulations, including, without limitation, workers' compensation laws, minimum and maximum salary and wage

NOTARY FRAUD ALERT



statutes and regulations, and non-discrimination laws and regulations. Vendor shall be responsible for ensuring its compliance with any laws and regulations applicable to its business, including maintaining any necessary licenses and permits.

NFA Termination:

The license granted under this agreement, with regard to the software, may be terminated by either party for material failure to comply with terms and conditions of this agreement or as a matter of convenience, upon written notice of Thirty (30) days. The term of this agreement is One-Year with two (2) optional Twelve (12) month periods. The Agreement will auto renew for successive one-year terms unless terminated by either party with 30 day written notice. Following the initial three-year period, the annual maintenance and support rate will increase at a rate of 3% year over year. The parties acknowledge and agree that Tarrant County is a governmental entity subject to yearly funding limitations and Vendor agrees County may terminate this Agreement during any future fiscal years in which funding is not allocated by the Commissioner's Court for services/products covered under this Agreement.

NFA Service Fees:

One-Time charge for NFA licensing, set-up and collateral materials: **\$100,000.00**

- 50% (\$50,000) Due upon signing and 50% (\$50,000) due upon completion of User Acceptance

Annual Maintenance and Support (Fixed for three (3) years): **\$25,000.00**

- Due upon live date

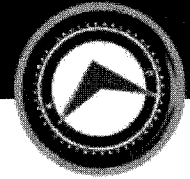
Annual support includes the NFA services described herein and in Addendum A.

Ad-Hoc Professional Services and Development \$150 per Labor Hour

Services not to Exceed \$150,000 during the period of this agreement

Payment of the 50% Balance total fees for services rendered by Fidlar Technologies shall be due upon completion of User Acceptance Testing (UAT) and receipt of written approval from the County. Fidlar will provide written notice to the County when UAT is complete. Upon receipt of this notice, the County shall have five (5) business days to provide written approval (via email is acceptable) confirming that the services have performed to the County's satisfaction. The County may only reject the deliverables if they fail to materially conform to the agreed upon specifications set forth in the Statement of Work (SOW). If the county does not provide written approval or documented concerns regarding the services within this timeframe, the services shall be deemed accepted by the County. All payments are due according to the Texas Prompt Payment Act, upon County's written approval.

NOTARY FRAUD ALERT



Order of Precedence:

In the event of any inconsistency or conflict of terms, Tarrant County RFP F2025129, Annual Contract for Notary Fraud Alert Software and and Fidar's response to RFP F2025129, Annual Contract for Notary Fraud Alert Software, shall control; followed by this Agreement, including Statement of Work and all Exhibits.

Execution of Agreement:

This agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this agreement, and all of which, when taken together, shall be deemed to constitute one and the same agreement. The exchange of copies of this agreement and of signature pages by electronic transmission shall constitute effective execution and delivery of this agreement as to the parties and may be used in lieu of the original agreement for all purposes. Signatures of the parties transmitted or executed electronically shall be deemed to be their original signatures for any purpose whatsoever.

CLIENT REPRESENTS THAT THIS AGREEMENT HAS BEEN READ AND IS ACCEPTED

Tarrant County, TX County Clerk

FIDLAR TECHNOLOGIES

Dated: _____

Dated: 5-12-2025

By: _____

By: Alex Riggen

Name: _____

Name: Alex Riggen

Title: _____

Title: President

Tarrant County, TX (2nd Signature if Required)

Dated: _____

By: _____

Name: _____

Title: _____

SIGNED AND EXECUTED this _____ day of _____, 2025.

COUNTY OF TARRANT
STATE OF TEXAS

By: Separate Electronic Signature Page
Tim O'Hare
County Judge

APPROVED AS TO FORM:

Kimberly Colliet Wesley

Criminal District Attorney's Office*

*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead, those parties should seek contract review from independent counsel.

CERTIFICATION OF
AVAILABLE FUNDS: \$ _____

Tarrant County Auditor

NOTARY FRAUD ALERT



Exhibit A

Project Plan:

Tarrant County, TX Notary Fraud Alert Project					
Step	Task	Assigned To	Start	End	Duration
	Notary Fraud Alert Implementation				
1	Project Kick-Off & Introductions	Fidlar Project Management / Tarrant Team	20-May	20-May	45 Minutes
2	Sample Export Delivery	Tarrant OPR Team	21-May	23-May	Two Days
3	Fidlar Creation of Custom Script for Export Review	Fidlar Development Team	23-May	30-May	One Week
4	Completion and Proof of Custom Registration Page	Fidlar Project Management	23-May	30-May	One Week
5	Completion and Proof of Custom Marketing Materials	Fidlar Marketing	23-May	6-Jun	Two Weeks
6	Completion and Proof of Custom Press Kit	Fidlar Marketing Team	23-May	6-Jun	Two Weeks
7	County Training	Fidlar Project Management / Tarrant Team	9-Jun	13-Jun	One Hour
8	Site Deployment and Initial Data Uploads	Fidlar Project Management / Tarrant Team	16-Jun		
9	User Acceptance & Testing	Fidlar Project Management / Tarrant Team	16-Jun	20-Jun	One Week
10	Official Go Live	Fidlar Project Management / Tarrant Team	23-Jun		
11	Marketing & Press Launch	Fidlar Project Management / Tarrant Team	16-Jun		

*Project plan dates are for illustration of proposed timeline for project completion and may be subject to change.

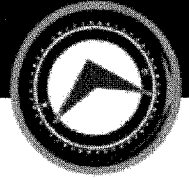


Exhibit B

NFA Value Provided to Tarrant County, TX County Clerk

- Automatic notification system: Registered constituents receive an email, text, or email and text (from Fidlar) at a selected time period (daily, weekly, or monthly). The county does not have to worry about cards to mail or address lists to maintain.
- Flexible sign-up processes: Constituents can sign up via the NFA website or for those not comfortable doing so online or for those who do not have access to a computer; sign-up is available by calling the dedicated NFA toll-free number staffed by Fidlar.
- Notifications are sent out upon the selected notification period when documents have had the identified Notary Stamp in Use.. Deeds are not the only damaging document that can be fraudulently filed. Powers of Attorney, satisfactions, etc., can also lead to fraudulent activity. NFA notifies the subscriber any time any document is recorded in the name registered with Fidlar.
- NFA is an opt-in notification system. Once subscribed, the constituent does not have to check in on a website for notification status. Notifications will be sent on the selected interval.
- A customized NFA website will be created for the Recorder's office. The Recorder's office will have the right to select up to five (5) graphics to be used on the customized homepage.
- NFA requires no changes to existing recording workflow.
- No training required for county employees.
- NFA provides for customization of the email notification verbiage.
- The custom NFA website for the Recorder's will be managed by Fidlar.
- NFA provides an online administration tool for use within the Recorder's office for the purpose of monitoring subscription levels. Also available via the administration tool is the ability to access the current list of subscribers contact information as well as a list of notification alerts that have been sent.
- The call-center that provides live follow-up to NFA subscribers is fully maintained and staffed by Fidlar. This call-center is staffed from 8:00 – 5:00 CST and is housed at our corporate office in Davenport, IA. This call center will handle the following calls
 - Incoming calls from constituents who wish to sign-up but are either hesitant to do so over the Internet or don't have a computer. Typically, this

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represents a more elderly demographic. ○ Incoming calls from subscribers who have received alerts and have questions. Historically, our attendants are able to answer incoming questions to the subscriber's satisfaction. However, in the event that a question remains that goes beyond our capabilities, it will be forwarded to the county office. Subscribers have the ability to receive alerts via email, text, or both email and text. Those that opt to receive alerts via phone receive a call from one of our call center attendants.



TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: RFP No. F2025129 - Annual Contract for Notary Fraud Alert Software and Maintenance - County Clerk - Fidler Technologies - Per Contract Terms

County Department: PURCHASING

Contact Person: Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: SHORT TIA or FULL TIA. Circle one after answering the questions in Sections II and III below.

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution, or order.

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation, or dedication of real property?

Yes _____ No √

2. Does the county action limit or restrict a real property right, even partially, or temporarily?

Yes _____ No √

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.
