

RFP 1036A Selection Committee Meeting April 8, 2021 Minutes

Selection Committee for the above-mentioned RFP held a strategy meeting on Thursday, April 8, 2021 commencing at 2:32 p.m. in the Purchasing Bid Room, 1140 E. Parker Street, Lakeland, Florida.

Committee Members Present: Jordan Faison, Engineer II; Rick Fitz-Gordon, LE – IT Manager; Tracy Kirkpatrick, GIS Manager; Kelly Lambert, IT Project Manager Senior; Diana Rivera, Engineer II; Connie Rossman, Computer Application Specialist; Thomas Rossman, Systems Analyst; Brian Solomon, Engineer IV; Phuong Tran, Energy Delivery Engineering Manager.

Other Attendees: Tara Walls, Senior Purchasing Agent.

Discussion: Tara explained the purpose of today's meeting was for the committee members to discuss and come up with a list of questions / clarifications to ask each shortlisted respondent that provided demonstrations. There was discussion by most committee members and Tracy, Jordan & Phuong will send their questions to Tara, who will compile them and issue to each respondent on Friday, April 9th. The respondents will be requested to return their responses by 5:00 p.m. on Wednesday, April 14th.

Tara will find a time on everyone's calendar for the next selection committee meeting and send an invite, along with the public notice.

There being no further business to come before the Committee, the meeting was adjourned at 3:31 p.m. These minutes are the official minutes of the strategy meeting held on Thursday, April 8, 2021.

Submitted by: **Tara T. Walls, CPPB, Senior Purchasing Agent**