

RFP 2157 Selection Committee Meeting July 14, 2022 Minutes

Selection Committee for the above-mentioned RFP held a strategy meeting on Thursday, July 14, 2022 commencing at 2:04 p.m. in the City Commission Conference Room, 3rd floor of City Hall, 228 S. Massachusetts Avenue, Lakeland, Florida.

Committee Members Present: Lynn Dennis; Jim Edwards; Emily Foster, Planner Senior; Matthew Lyons, Chief Planner; John White.

Other Attendees: Tara Walls, Senior Purchasing Agent; members of the public.

Discussion: Tara explained the purpose of today’s meeting was to discuss the submittals and scoring/ranking of the firms for this RFP. There was discussion by all committee members. All committee members agreed to submit their score sheets and the results are as follows:

<u>Firms</u>	<u>Score</u>	<u>Ranking</u>
PaleoWest LLC	455	1
Commonwealth Heritage Group Inc	442	2
Kimley-Horn and Associates Inc	429.45	3
LG2 Environmental Solutions	421	4

The committee had discussion regarding the selection of firms. The committee decided to select the top ranked firm to move forward in the process. Tara will issue the intent to award letter as soon as possible. There being no further business to come before the Committee, the meeting was adjourned at 2:22 p.m. These minutes are the official minutes of the Selection Committee meeting held on Thursday, July 14, 2022.

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