

RFP 24-262 Review for Unbilled or Mis-billed Utility Services

1st Selection Committee Meeting Minutes

May 6, 2024

Selection Committee Members:

Charles Richards, Utilities Division
Donna Anderson, Utilities Division
Rachel Boedicker, Utilities Division
Dietra Johnson, Utilities Division
Darrell Johnson, Supplier Diversity

Staff: Ari Goldstein, Senior Procurement Analyst

The committee convened at 1:10 p.m. All committee members were present except for Dietra Johnson who will receive her packet and proposal at a later scheduled time before the scoring meeting. Committee members received their committee paperwork and a copy of the proposal received.

I gave an overview of the RFP Selection Process Procedures and answered questions from the committee members. Charles Richards gave an overview of the scope of services required.

The next meeting will be held Thursday, May 16, 2024, at 11:00 a.m. at the Polk County Administration Building, 330 West Church St., Conference Room 413 (4th Floor), Bartow, Florida 33830. The Selection Committee will score the proposal at this meeting as described in Elevation Level 2, Scoring. This is a public meeting so anyone who is interested in attending may attend.

Meeting was adjourned at approximately 1:25 p.m.

Respectfully submitted,

Ari Goldstein
Chairperson / Senior Procurement Analyst