

RFP 25-625, Engineering Staff Augmentation Services for Land Development

1st Selection Committee Meeting Minutes

October 22, 2025

Selection Committee Members:

Clinton Howerton, Land Development
Benjamin Ziskal, Land Development
Tim Bearden, Land Development
Richard Benton, Land Development
Darrell Johnson, Supplier Diversity

Staff:

Tabatha Shirah, Senior Procurement Analyst
Jason Flucker-Williams, Procurement Analyst
Noelle Colaianne, Land Development

The committee convened at 2:04 p.m. All Committee members present received a packet and copy of the Proposals received.

I gave an overview of the RFP Selection Process Procedures and answered questions from the committee members. Ben Ziskal and Clinton Howerton gave an overview of the scope of services.

Meeting was adjourned at approximately 2:21 p.m.

The next meeting will be held Thursday, November 6, 2025 @ 2:00 p.m. – 4:00 p.m. at the Polk County Administration Building Conference Room 413, 330 West Church St., Bartow, FL. The Selection Committee will score the proposals at this meeting. This is a public meeting so anyone who is interested in attending may attend.

Respectfully submitted,

Tabatha Shirah
Chairperson / Senior Procurement Analyst