



PROCUREMENT DIVISION

November 18, 2025

To: Ron, Cauthan, Chastain-Skillman, LLC; rcauthan@dccm.com
Craig Fuller, CivilSurv Design Group, Inc.; cfuller@civilsurv.com
Robert Beltran, Dewberry Engineers, Inc.; rbeltran@dewberry.com
Justin Ham, Kimley-Horn & Associates, Inc.; Justin.Ham@kimley-horn.com
Wayne Sweikert, Pennoni Associates, Inc.; wsweikert@pennoni.com
Joshua Carter, Rummel, Klepper & Kahl, LLP; jcarter@rkk.com
Gilberto Bergman, Bergman Brothers Staffing, Inc.; gilbert@bergmanbrothers.com

Subject: Notice of Recommendation to Award
RFP 25-625, Engineering Staff Augmentation Services for Land Development

Thank you for your participation in the above referenced RFP. The Selection Committee will request the Board of County Commissioners to authorize staff to enter into contract negotiations with Kimley-Horn & Associates, Inc., Rummel, Klepper & Kahl, LLP, Chastain-Skillman, LLC, Dewberry Engineers, Inc., CivilSurv Design Group, Inc. and Pennoni Associates, Inc.

Any actual Proposer who is allegedly aggrieved in connection with the pending award may protest to the Procurement Director, in accordance with the Procurement Policies and Procedures Manual. The procedures can be found at the following link: <https://www.polk-county.net/business/procurement/protest-procedures/>. In accordance with the Procurement Procedures any person who wishes to file a protest may do so by submitting a protest bond in the amount of \$1,000.00 with their initial Notice of Intent to file a protest prior to **Friday, November 21, 2025, at 4:00 p.m.** Failure to follow the bid protest procedure requirements within the time frames prescribed herein as established by Polk County, Florida, shall constitute a waiver of your protest and any resulting claims.

If you should have any questions, please do not hesitate to let me know.

Sincerely,

Tabatha Shirah

Senior Procurement Analyst
863-534-5935