

RFP 25-687, Planning Services for the Polk Transportation Planning Organization

2nd Selection Committee Meeting Minutes

Wednesday, March 4, 2026

Selection Committee Members:

Ryan Kordek, Polk TPO
Angela Kaufman, Polk TPO
Tracy Mullins, Polk TPO
Darrell Johnson, OSD
Brittany Silva, Communications

Staff: Brad Howard, Sr. Procurement Analyst
Divina Arroyo, Procurement Analyst
Noah Milov, County Attorney's Office

Attendees: Lucas Cruse, Patel, Greene and Associates
Stephanie Claytor, Quest
William Roll, Kimley-Horn and Associates
Davida A. Franklin, EXP US Services
Meredith Abel, EXP US Services
Firas Bargouthi, Jacobs Engineering Group

The committee convened at 11:03 a.m. All committee members were present. Selection Committee members scored each proposal in alphabetical order using the evaluation criteria and selection process, Elevation Level 2.

The scores are as follows:

Proposer	Score
Patel, Greene and Associates, LLC	98
Kimley-Horn and Associates, Inc.	96
Kittelson & Associates, Inc.	92
Alfred Benesch & Company	89
AECOM Technical Services, Inc.	88
Jacobs Engineering Group, Inc.	80
EXP U.S. Services, Inc.	79
The Corradino Group, Inc.	79
American Structure Point, Inc.	74
Mead and Hunt, Inc.	73
Gresham Smith	72
Wade Trim, Inc.	65

At the end of the meeting, the consensus of the selection committee was to elevate the five (5) highest scored Proposers to Elevation Level 4, Contract Negotiations.

However, in accordance with the RFP Selection Process Elevation Level 2, if there are three (3) or more Proposers in Elevation Level 2, the Selection Committee was to elevate no fewer than three highest scored Proposers to Elevation Level 3 for interviews.

Therefore, the Selection Committee will reconvene on Friday, March 6, 2026, at 11:00 a.m., to collectively decide the number of Proposers to be elevated to Elevation Level 3, Proposer Interviews. This meeting will be held virtually via Microsoft Teams and is open to the public. Anyone interested in attending may do so by using the following meeting information:

By computer: <https://teams.microsoft.com/meet/26594028568888?p=8Y709gSrIlv2QXISax>
Meeting ID: 265 940 285 688 88
Passcode: je7fj6nM

By telephone:
Phone number: 1-929-229-5247
Meeting ID: 516 627 387#

The interviews will be held March 25, 2026, at County Administration Building, Procurement Conference Room 150 (1st Floor), 330 West Church Street, Bartow, Florida. Those Proposers being interviewed will receive an Interview Memo with time of their interview. Minutes from the meeting on Friday, March 6, 2026, will also be posted to our website with the Proposers names and times for their interviews.

In accordance with Florida Statute 286.0113, all interviews conducted will be exempt from attendance by anyone other than the selection committee. At the end of the last interview, the meeting will be open to the public and the ranking of firms and recommendation of award will occur in the sunshine.

Meeting was adjourned at approximately 12:20 p.m.

Respectfully submitted,
Brad Howard
Chairperson / Sr. Procurement Analyst