Florida's Crossroads of Opportunity

Board of County Commissioners

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POLK COUNTY

PROCUREMENT DIVISION

September 15, 2026

To: Tim Hoeft, Grace Design Studios; thoeft@grace-design.com
Aaron Banks, Furr, Wegman and Banks Architects; abanks@fwbarchitects.com
Marcel Maslowski, Fleischman Garcia Maslowski; marcel@fgmfla.com
Julian Norman-Webb, Goodwyn Mills Cawood; julian.norman-webb@gmcnetwork.com

Subject: Notice of Recommendation to Award for RFP 26-290, A&E Services for the New Kathleen Government Center

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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 all Interviewees, beginning with the highest-ranked Interviewee, Grace Design Studios. Should negotiations fail with Grace Design Studios, negotiations will be terminated and the County shall move on to the next highest-ranked interviewee.

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.polkfl.gov/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, September 18, 2026**, 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,

Brad Howard

Sr. Procurement Analyst

(863) 534-6706