

RFP 26-295, Onsite Clinic Services

1st Selection Committee Meeting Minutes

July 13, 2026

Selection Committee Members:

Nathan Mann, Sheriff's Office
Liz Huebner, Property Appraiser
Stephanie Loyed, Clerk of Courts
Lisa Harder, Tax Collector
Linda Lacourse, Polk Elections
Steve Laureano, Risk Management
Mitch St. Jean, Risk Management

Staff:

Tabatha Shirah, Procurement
Michele Sims, Procurement
Mark Thomas, Risk Management
Noah Milov, County Attorney's Office

Consultant: Anthony Donatelli, Willis Tower Watson

The committee convened at 10:32 a.m. All committee members were present and received a copy of all Proposals submitted.

I gave an overview of the RFP Selection Process Procedures and answered questions from the committee members. Anthony Donatelli, who is serving in an advisory capacity for this RFP, reviewed their initial results summary of proposals received, and answered questions from committee members.

Meeting was adjourned at approximately 11:10 a.m.

The next meeting will be held Wednesday, July 30, 2026 @ 9:30 – 11:30 a.m. at the Polk County Administration Building, 330 West Church St., Room 407, 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