

**RFP 26-370, Grant Administration for Community Development Block Grant
(CDBG) Disaster Recovery (DR) Infrastructure Repair Program**

1st Selection Committee Meeting Minutes

September 23, 2026

Selection Committee Members:

Tabitha Biehl, Parks and Natural Resources
Greg Knothe, Parks and Natural Resources
Chad Allison, Parks and Natural Resources
Ryan Ellis, Parks and Natural Resources
Darrell Johnson, Supplier Diversity

Staff: Michele Sims, Procurement Manager
Jason Flucker-Williams, Procurement Analyst

The selection committee convened at 10:06 a.m. All committee members were present and received their committee packets and a copy of all Proposals received.

Procurement gave an overview of the RFP Selection Process Procedures and answered questions from committee members. Tabitha Biehl gave an overview of the scope of services.

Meeting was adjourned at approximately 10:30 a.m.

The next meeting will be held Thursday, October 8, 2026, 10:00 a.m. – 12:00 p.m. at the Polk County Administration Building, 330 West Church St., Bartow, FL, Room 407. The Selection Committee will score the proposals at this meeting as described in Elevation Level 2, Scoring. This is a public meeting so anyone who is interested in attending may attend.

Jason Flucker-Williams
Procurement Analyst