

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

2nd Selection Committee Meeting Minutes

October 8, 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 Members:

Michele Sims, Procurement
Jason Flucker-Williams, Procurement

Attendees:

Caitlyn Eck, ICF Incorporated, LLC

The committee convened at approximately 10:05 a.m. All Committee members were present. Selection Committee members scored the proposals using the evaluation criteria and selection process, Elevation Level 2.

The scores are as follows:

Proposer	Score
ICF Incorporated LLC	89
Winter Consulting Group, DBA	85
Conerstone Community Partners	
Tetra Tech, Inc.	85
Eisner Advisory Group	83
Hagerty Consulting, Inc.	83
Grant & Funding Solutions Company	77
Chemonics	67

In accordance with the RFP Selection Process Elevation Level 2, the Selection Committee collectively decided to elevate the 3 highest scored Proposers to Elevation Level 3, Proposer Interviews.

In accordance with Elevation Level 3 (Proposer Interviews), at this interview the Proposer(s) shall make a presentation explaining their proposed administrative management process and how they will assist the County in maintaining compliance with applicable grant requirements, including, but not limited to, reporting, fiscal management, and Davis-Bacon requirements. The Selection Committee Members will have an

opportunity to inquire about any aspect of the RFP and the Proposers' Proposal. Each interview has been scheduled for 30 minutes. Each Proposer will have 15 minutes for their presentation which will allow for 15 minutes for questions from the Selection Committee.

Proposers may have no more than three (3) representatives present at the interview. The interview team should include the firm's main point of contact, Project Manager, and the individual(s) who will be responsible for Davis-Bacon compliance.

The interviews have been scheduled for Thursday, October 15, 2026, County Administration Building Procurement Division, 330 West Church Street, Room 407 (4th Floor), Bartow, Florida, as follows:

ICF Incorporated LLC	8:30 a.m.
Winter Consulting Group, DBA	9:05 a.m.
Conerstone Community Partners	
Tetra Tech, Inc.	9:40 a.m.

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 10:24 a.m.

Respectfully submitted,

Jason Flucker-Williams
Procurement Analyst