

## **RFP 21-386, Waverly Park Playground Installation**

### **1<sup>st</sup> Selection Committee Meeting Minutes**

**May 4, 2021**

#### **Selection Committee Members:**

Tracy Mullins, Parks & Natural Resources  
Bruce Edmund, Parks & Natural Resources  
Jeffrey Tanner, Parks & Natural Resources  
Bridget Engleman, Health & Human Services  
Debra Johnson, Human Resources

Staff: Danielle Rose, Procurement Analyst

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The committee convened at 9:00 a.m., all committee members were present with the exception of Jeffrey Tanner & Bridget Engleman, who will be met with separately. Committee members received a copy of the Proposals received.

I gave an overview of the RFP Selection Process Procedures and answered questions from the committee members. Tracy Mullins gave an overview of the scope of services required.

Meeting was adjourned at approximately 9:40 a.m.

The next meeting will be held May 18, 2021 @ 9:00 – 11:00 a.m. at the Neil Combee Administration Building, 330 West Church St., 4<sup>th</sup> Floor Room 413, 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,

Danielle Rose  
Chairperson / Procurement Analyst