

RFP 2023-RFP-048 Selection Committee Meeting June 27, 2023 Minutes

Selection Committee for the above-mentioned RFP held a selection committee meeting on Tuesday, June 27, 2023 commencing at 9:19 a.m., in the Risk Management & Purchasing Bid Room, 2nd floor, 1140 E. Parker Street, Lakeland, Florida.

Committee Members Present: Ryan Back, LPD; Robert Chencinski, Risk Management & Purchasing; Sandra Cincotta, Finance/Payroll; Joyce Dias, Risk Management & Purchasing, Barbara Doster, Employee Association; Joshua Gallo, Lakeland Electric; Barbara Jordan, COLAR; Sophie Nieves, Risk Management & Purchasing; Donna Rohrig, Information Technology; Shannon Turbeville, LFD.

Other Attendees: Tara Walls, Senior Purchasing Agent; Amy Mullen, Gallagher Benefit Services; Michael Stewart, COLAR.

Discussion: Tara commenced each presentation with a brief overview of the process and explained that this meeting was closed to the public and being recorded according to Florida statutory requirements.

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|-------------------|-------------------------|
| United Healthcare | 9:19 A.M. – 10:10 A.M. |
| Unum | 10:24 A.M. – 11:07 A.M. |

After the presentations, the committee took a break for scoring and reconvened at 11:34 A.M. with no additional people in attendance. The committee had some discussion and then submitted their scoring/ranking. The results of the scores are as follows:

| <u>Firms</u> | <u>Score</u> |
|---------------------|---------------------|
| Unum | 897 |
| United Healthcare | 717 |

The committee had some discussion regarding the scoring and came to a consensus to move forward with negotiating a contract with the top ranked firm upon City Commission approval. There being no further business to come before the Committee, the meeting was adjourned at 12:24 P.M. These minutes are the official minutes of the Selection Committee meeting held on Tuesday, June 27, 2023.

Submitted by: **Tara T. Walls, CPPB, Senior Purchasing Agent**