



RECOMMENDATION MEMO

TO: Lynda Williams, Purchasing Manager
FROM: Evaluation Committee Members
DATE: SEPTEMBER 14, 2018
RE: CDBG-DR Housing Study and Needs Assessment, #218-345

As a member of the Evaluation Committee for the referenced solicitation, I have completed my evaluations Pursuant to Texas Government Code 2254.004, for each of the Statements of Qualifications submitted in response to this solicitation. I have performed these evaluations fairly and in strict compliance to the rules and guidelines for which I have attested.

By my signature concurrence below, **Root Policy Research**, located in Denver, Colorado, is the most highly qualified firm based on demonstrated competence and qualifications. The Evaluation Committee recommends pursuing fair and reasonable pricing with the selected firm.

CONCURRENCE:

Abby Gillfillan

Stacy Brown

Phil Steed
