



June 2, 2025

Joy Simonton, Purchasing Agent
Wilco Purchasing Department
100 Wilco Way
Georgetown, TX 78626

Re: 25RFSQ4
Program Management for Justice Complex Planning & Development
Recommendation of Agreement Award

After independently and collectively reviewing qualification submissions and conducting interviews with the lead candidates, the evaluation committee found **Kitchell/CEM, Inc.** to be the best-suited candidate to perform program management services.

Based on the Committee's evaluation, the Wilco Facilities Department recommends that the Williamson County Commissioners Court award the Agreement for Program Management Services to **Kitchell/CEM, Inc.**

Sincerely,

A handwritten signature in black ink that reads 'Dale Butler'.

Dale Butler
Senior Director, Facilities Management