



INTEROFFICE MEMORANDUM

TO: Felicia Strong-Whitaker, Chief Purchasing Agent
Department of Purchasing & Contract Compliance

FROM: Evaluation Committee Recommendation Letter

DATE: January 21, 2026

PROJECT: #25RFP1501517B-RT, Hope to Home Tenant Based Rental Assistance Program

In accordance with the Purchasing Code, a duly appointed Evaluation Committee has reviewed the proposals submitted in response to the above-referenced project on behalf of the Department of Community Development.

Four (4) qualified firms submitted proposals for evaluation and consideration for award of this project:

1. Project Real Life Youth Occupational Training
2. RFP Auction
3. Urban League of Greater Atlanta
4. WWW.GMEN.ORG

After review of the technical proposal the following firms were short-listed:

1. Urban League of Greater Atlanta
2. WWW.GMEN.ORG

After review, evaluation, and consideration of all available information related to the requirements and evaluation criteria of the RFP, the Evaluation Committee has determined that the proposal submitted by Urban League of Greater Atlanta is the recommended vendor for the award of #25RFP1501517B-RT, Hope to Home Tenant Based Rental Assistance Program with a final score of **80.94%**.

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The Evaluation Committee members attest that each member scored each proposal independently in accordance with the evaluation criteria set forth in the Request for Proposal and that their individual score is a part of the final scores in the attached Evaluation Matrix.

SELECTION COMMITTEE MEMBERS:

Ann Isaac

Ann Isaac, Coordinator 1

Tarcarnesia (Mese) Blackshear

Tarcarnesia Blackshear, Manager

Charles Arthur

Charles Arthur, Community Development Specialist

Miranda Barney

Miranda Barney, Division Manager

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EVALUATION CRITERIA	WEIGHT	Urban league of Greater Atlanta	WWW.GMEN.ORG						
Project Approach	35.00%	30.63%	28.44%						
Qualifications of Key Personnel	20.00%	16.25%	16.25%						
Relevant Project Experience	25.00%	20.31%	21.88%						
Availability of Personnel	10.00%	8.75%	8.13%						
Local Preference	3.00%	0.00%	0.00%						
Service-Disabled Veterans Preference	2.00%	0.00%	0.00						
Cost Proposal	5.00%	5%	5%						
TOTAL SCORE:	100.00%	80.94%	79.70%						