



January 7, 2024

**Reid Cleeter, Project Manager**

Kimley-Horn  
4411 98<sup>th</sup> Street Suite 300  
Lubbock, TX 79424

Dear Reid Cleeter,

**Subject: Award of Qualification for RFQ for Comprehensive Plan and Flood Damage Prevention Ordinance**

We are pleased to inform you that Kimley-Horn has been selected as a qualified vendor in response to our Request for Qualifications (RFQ) for Comprehensive Plan and Flood Damage Prevention Ordinance, issued on December 2, 2024. After reviewing all submitted qualifications, we are impressed by your company's capabilities and experience and are excited to move forward with your inclusion in the next phase of our procurement process.

Your qualifications have been accepted for the following:

- Project/Service Title: Comprehensive Plan and Flood Damage Prevention Ordinance for the City of Wolfforth
- Scope of Services: Comprehensive Plan and Flood Damage Prevention Ordinance
- Next Steps: Negotiate contract

This award does not constitute a contract or guarantee any work. It signifies that your company is considered qualified to proceed with the next stage, which may include submitting a detailed proposal, negotiations, or other steps as required by the project. Further communication will be provided to guide you through the subsequent process.

We appreciate your interest and effort in participating in our RFQ process. Should you have any questions or require clarification, please do not hesitate to contact us.

Congratulations once again, and we look forward to the next steps in working together.

Sincerely,

Randy Criswell  
City Manager

City of Wolfforth

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