



URBAN REDEVELOPMENT AUTHORITY *AB*

AWARD JUSTIFICATION FORM

PROFESSIONAL SERVICES

DATE: February 5, 2015

PROJECT NAME: URA Legal Department

SERVICES REQUESTED: Temporary administrative and legal services

CONTRACT DURATION: 2 months

DATE OF RFP: N/A

PROPOSAL DUE DATE: N/A

PROPOSALS REQUESTED:
(Number) N/A

PROPOSALS RECEIVED:
(Number) N/A

PROPOSERS SUBMITTING: N/A

PROPOSER SELECTED: Kathleen Tkachik-McCarthy

CONTRACTED AMOUNT: \$10,000.00

CRITERIA FOR SELECTION:

REJECTED PROPOSALS:
(Reason) N/A

DEPARTMENT/AUTHORITY
RECOMMENDING AWARD: Legal Department

WAS AWARD MADE TO LOWEST
QUALIFIED PROPOSER?
IF NO, DEPARTMENT AND/OR
AUTHORITY MUST PROVIDE
EXPLANATION: N/A – Contract for temporary services for administrative and legal services to be provided by former employee while full-time Legal Assistant is on medical leave.