

**MINUTES**  
**HBLB RFP 2019-001 – IT Services**  
**Proposal Evaluation Committee**  
**January 8, 2019**

A singular proposal in response to HBLB RFP 2019-001 for IT Services was opened at 8:40 AM on January 8, 2019 in the offices of the Home Builders Licensure Board at 445 Herron Street, Montgomery, Alabama 36104 by the Proposal Evaluation Committee. Committee members present were: J. Seth Gowan, Deputy Attorney General and Chief Legal Counsel for the Board and M. Beth Herrington, Senior Accountant for the Board. J. R. Carden, Executive Director of the Board was absent. A quorum was present.

The committee reviewed the proposal made by KALM Services, LLC, which had been timely submitted before 4:30 PM on January 7, 2019. Upon confirmation that all required documents were included in the submittal, copies of the proposal were distributed to the committee members for review.

After discussion, the committee evaluated the proposal as shown on the attached Proposal Evaluation Form. KALM Services, LLC was approved as the selected vendor based on the evaluation.

Respectfully submitted,



J. Seth Gowan  
Deputy Attorney General, State of Alabama  
Chief Legal Counsel, Home Builders Licensure Board