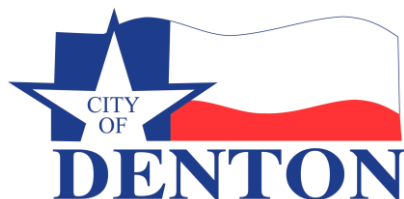


EXHIBIT 3



Capital Projects

901-A Texas Street Denton, Texas 76209 (940) 349-8910 fax (940) 349-8951

To: Karen Smith – Purchasing Manager
From: Paul Williamson – Real Estate Manager
Date: August 1, 2017
Re: PSA with Steven J. Kunkel & Associates, Inc. for the Bonnie Brae Street Widening and Improvements Project – (North Phase 4)

The firm of Steven J. Kunkel & Associates, Inc. has been selected for providing land rights acquisition and residential relocation services of this project. Kunkel & Associates has demonstrated expertise and professional qualifications in acquisition and relocation projects. Steven J. Kunkel & Associates, Inc. has worked closely with staff to scope and deliver the necessary services on similar projects for the City of Denton. They have performed well in the execution of professional real estate and appraisal services for the City of Denton, delivering projects in a professional and efficient manner for more than 20 years. Their qualifications to perform these services have been clearly demonstrated to the satisfaction of staff within the organization. Accordingly, the Capital Projects Department requested a proposal directly from Steven J. Kunkel & Associates, Inc., and this direct solicitation to a single provider based on demonstrated and known qualifications is consistent with State law for the procurement of professional services. The proposed fee amount of \$418,000.00 for these professional services was negotiated by staff and is consistent with the level of effort required for a project of this specialized nature. A contract for these services has been provided to you for processing and approval by City Council.