

Application to Prequalify Grant Administrators TxCDBG Cycle Type: 2017-18 Colonia Fund: Construction

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| Firm Name: Traylor & Associates, Inc. | DUNS Number: 13-039-6385 | Federal EIN: 75-1380234 |
| Prequalification Contact First, Last Name and Title: Mark Taylor, Senior Vice President | Phone Number: +1 (903) 581-0500 | Prequalification Contact E-mail Address: mark@grtraylor.com |
| Firm's Web Address: www.grtraylor.com | Name of Firm's President/Managing Officer: Gary R. Traylor | |

Application for Prequalification to Provide Administrative Services

IMPORTANT: The term "respondent" refers to the individual or firm responding to this RFQ. Responses to the items in Part 1 will be posted on TDA's website with the Approved Vendor List for Grant Administrative Services. Responses to the items in Part 2 will be disclosed to participating local governments during the project-based solicitation.

Part 1

1. Provide a brief history or background of the respondent including number of years in the business of providing grant writing and/or grant administration services.

The firm was founded in 1974 as a sole proprietorship by Mr. Thomas E. Barber, P.E. and operated under the name THOMAS E. BARBER & ASSOCIATES until 1978. Mr. Barber, an engineer by training and education, served as an Assistant Regional Administrator of HUD and Manager of HUD's Little Rock, Arkansas Area Office in the early 1970's.

The firm was organized to assist mid-sized cities and other smaller local governments whose lack of knowledge or understanding of government assistance programs prevented them from accessing these sources of financing, especially grants available through agencies of the state and federal government, for needed community projects.

In 1978, Mr. Barber formed a partnership with Mr. Gary R. Traylor, and the firm continued under the name BARBER-TRAYLOR & ASSOCIATES until 1981. During this period the firm experienced growth and opened a Field Office in West Texas.

In 1981, Mr. Barber and Mr. Traylor merged the firm with BARBER-BRANNON ENGINEERS, a firm owned jointly by Mr. Barber and another partner, and incorporated under the name BARBER-BRANNON-TRAYLOR, INC. The merger consolidated engineering, architectural, and planning/grant-related disciplines, making it possible to offer a full range of services to a growing number of local government clients. The firm also opened an engineering practice in Abilene, Texas, during this period. In 1984, the firm added a new member, Mr. David Todd, P.E., and briefly operated under the name BARBER, BRANNON, TRAYLOR, & TODD, Inc. On December 31, 1984, Mr. Barber, the Corporation's President, sold his interest to the other members of the firm, and retired.

The specialized application preparation and grant management functions of the firm were taken over by Mr. Traylor, and GARY R. TRAYLOR & ASSOCIATES, INC. was formed on January 1, 1985.

2. Describe the respondent's experience with the Community Development Block Grant (CDBG) Program and in particular the state CDBG program.

Traylor & Associates is the oldest grant management firm in the State of Texas having operated continuously since 1974. During the last 43 years our company has assisted cities and counties throughout the state in the application and administration of over 1,000 grant-funded Projects comprising over \$500 Million (\$500,000,000) in federal/state funds. Our daily involvement with various state and federal agencies has allowed our staff to fully grasp the unique intricacies involved in the timely administration of government grants. The majority of these grants were funded through the HUD CDBG program. In addition to infrastructure projects we have provided grant administration on the rehabilitation or reconstruction of more than 4,000 single-family housing units.

3. Describe the respondent's experience with the Colonia Fund-Construction (CFC) program.

Over the last 43 years of working with municipalities, Colonias and Counties throughout the state Traylor & Associates has amassed an unparalleled knowledge of grant administration. Our experience in working with Colonias spans more than 3 decades.

4. Describe the range of services that the respondent offers in-house and the services typically offered through subcontractors.

Traylor & Associates offers the following in-house services: application preparation, financial management, recordkeeping requirements, environmental clearance procedures, real property acquisition procedures under the Uniform Act, EEO requirements, labor standards monitoring, and close-out assistance.

5. Identify the geographic areas in which the respondent offers services.

Statewide

6. Describe the respondent's ability to devote the needed time to a project based on current workload.

While our company is large enough to provide the services requested, we are also small enough to provide the dedication and attention to detail needed in all grant-funded projects administered by our office. By mobilizing tenured staff to grantee locations, Traylor & Associates can provide an unparalleled level of service and responsiveness to the needs of our clients. Conference calls, online web meetings, and other secure FTP services are frequently utilized in the team coordination of field staff with personnel in the office, clients, engineering firms and agencies. If additional staffing is required onsite during the conduct of meetings or public forums, they can be mobilized in a timely manner due to the proximity of our home office.

7. Identify the total number of CDBG projects that the respondent developed and/or administered. Present an approximate cumulative total of projects which the respondent or personnel were instrumental in the development of the application and/or administration of the program following funding approval.

During the last 43 years, Traylor & Associates, Inc. has assisted cities and counties throughout the state in the application and administration of over 2,000 grant-funded projects.

8. Using the table below, provide detailed information on up to five performance contracting projects the respondent completed (if possible, include contracts with multiple different entities served by the respondent). Only include projects that have at least one year of documented performance data or are currently under contract with the respondent, and that can be used as references.

| Project Data and References | | Add Project |
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| Remove Project | Project Name | Galveston County - GLO Contract #13-465-000-7974 / DRS220052 |
| Facility Type and Use | Water Facilities: Moore's Addition, Freddiesville, Bolivar SUD, Bayview MUD, I-45/HWY 6 Sewer Facilities: Moore's Addition, Bayview MUD Flood & Drainage Facilities: Gum Bayou Channel, Cowart Creek Tributary, Gum Bayou Tributary, Highland Bayou Specially Authorized Public Facilities & Improvements: San Leon MUD Building | |
| Project Location (Jurisdiction) | Sites throughout Galveston County, Texas | |
| Project Size -Number of Houses/Buildings -Total Linear Feet/Square Footage | Water Facilities: Moore's Addition - 14,380 I.f.; Freddiesville - 30,120 I.f.; Bolivar SUD - 2 - 200kW-400kW permanently affixed generators & 1 - 400kW-600kW permanently affixed generator; Bayview MUD - 1- 150kW-400kW permanently affixed generator; I-45/HWY 6 - 8,400 I.f. Sewer Facilities: Moore's Addition - 12,215 I.f.; Bayview MUD - 1 - 100kW-300kW permanently affixed generator Street Improvements: Freddiesville - 23,470 I.f.; Lawrence Road - 1,800 I.f. Flood & Drainage Facilities: Gum Bayou Channel - 2,900 I.f.; Cowart Creek Tributary - 2,875 I.f.; Gum Bayou Tributary - 4,000 I.f.; Highland Bayou Specially Authorized Public Facilities & Improvements: San Leon MUD Building - install new motor control center (2nd floor mezzanine) inside existing elevated water storage tower. | |
| Types of Measures | Coordination with Galveston County staff, Drainage Districts, Municipal Utility Districts, and engineering firms regarding construction plans, schedules, budgets, performance statement and project revisions; assist with procurement of acquisition specialists and appraisers. | |
| Project Cost | \$31,558,883 | |
| Financing/Funding Source | Hurricane Ike Disaster Recovery funds thru Texas General Land Office | |
| Project Schedule | Another firm was selected as the Environmental Service Provider. Work orders for reviews | |

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| -Environmental Review Start and End Dates -Construction Start and End Dates -Describe if project was completed on schedule or delayed | are not contracted until 30% plans are submitted by project. 1st Street Project construction start was 09/17/15. Four other projects are under construction. Projects are on schedule. |
| Monitoring and Verification Methods | Work with County staff and engineer to verify procurement scheduling of construction contractors (sealed bids) including GLO approved bid packages, appropriate Wage Decisions, and project environmental clearance. Internal spreadsheets are created to oversee project budgets, contract compliance and necessary performance statement revisions. |
| Project Personnel List all personnel associated with this project and their roles and responsibilities (only list those who may be assigned to a project). | Gary Traylor - Wrote revised application and oversight. Mark Taylor - Financial draws, budgets and contract revisions. Jill Hooks - Labor Standards and reporting. |
| Contact Information Current phone and e-mail address of local government representatives you worked with. | Nicholas Foster - Galveston County CDBG Project Coordinator 409-770-5358 nicholas.foster@co.galveston.tx.us |
| Remove Project | Project Name City of Alto - GLO Contract # 15-272-000-9097 |
| Facility Type and Use | Gas Line Relocation - Utility owned by the City of Alto |
| Project Location (Jurisdiction) | City of Wells, Cherokee County, Texas |
| Project Size -Number of Houses/Buildings -Total Linear Feet/Square Footage | Relocation 18,227 linear feet of gas line in support of the TxDOT widening of Highway 69 thru the City of Wells from a two lane to a four lane roadway. |
| Types of Measures | Coordination with City of Alto staff, TxDOT staff, and engineering during planning, application and environmental review stages. Gathering TxDOT acquisition and construction cost documentation. |
| Project Cost | \$19,623,333 - \$743,218 GLO funds and \$18,880,115 TxDOT funds |
| Financing/Funding Source | Hurricane Ike Disaster Recovery funds thru Texas General Land Office and TxDOT |
| Project Schedule -Environmental Review Start and End Dates -Construction Start and End Dates -Describe if project was completed on schedule or delayed | Environmental Review: May 5, 2015 - December 4, 2015 Construction: 04/18/16 start and 04/30/17 end. Project on schedule. |
| Monitoring and Verification Methods | Work with City staff and engineer to verify procurement scheduling of construction contractor (sealed bid) including GLO approved bid package, appropriate Wage Decision, and project environmental clearance. Internal spreadsheets assist in oversight of project budgets, contract compliance and necessary revisions. |
| Project Personnel List all personnel associated with this project and their roles and responsibilities (only list those who may be assigned to a project). | Gary Traylor - Application preparation, TxDOT coordination and oversight. Mark Taylor - Application preparation, financial draws, budgets and contract revisions. Christel Kiker - Labor Standards and reporting. Kari Beth Smith - Environmental Review |
| Contact Information Current phone and e-mail address of local government representatives you worked with. | Carey Palmer - City Council Member altoch@consolidated.net 936-858-4711 |
| Remove Project | Project Name Cherokee County - DRS01008-4020-1, 2, 3, 4 |

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| Facility Type and Use | Generators |
| Project Location (Jurisdiction) | Cherokee County, Texas |
| Project Size -Number of Houses/Buildings -Total Linear Feet/Square Footage | 4 - Water Facilities generators (4 separate Water Supply Corporations) 3 - Neighborhood Facilities (Shelter) generators (2 churches and 1 school) 4 - Fire Protection Facilities generators (3 VFD's - one with 2 locations) |
| Types of Measures | Coordination with Cherokee County staff, subgrantee recipients and engineering firms regarding construction plans, schedules, budgets, performance statement and project revisions. Prepared Memorandums of Understanding for each subrecipient and coordinated execution. |
| Project Cost | \$1,077,513 |
| Financing/Funding Source | Hurricane Ike Disaster Recovery funds thru Texas General Land Office |
| Project Schedule -Environmental Review Start and End Dates -Construction Start and End Dates -Describe if project was completed on schedule or delayed | Another firm was selected as the Environmental Service Provider. Work orders for reviews were not contracted until 30% plans are submitted by project. Construction: 03/15/11 start and 09/15/11 end. 2nd phase: 10/29/12 start and 04/24/13 end. Projects were on schedule. |
| Monitoring and Verification Methods | Work with City staff and engineer to verify procurement scheduling of construction contractor (sealed bid) including GLO approved bid package, appropriate Wage Decision, and project environmental clearance. Internal spreadsheets assist in oversight of project budgets, contract compliance, and necessary revisions. |
| Project Personnel List all personnel associated with this project and their roles and responsibilities (only list those who may be assigned to a project). | Gary Traylor - Application coordination and oversight. Mark Taylor - Application preparation, financial draws, budgets and contract revisions. Christel Kiker - Labor Standards and reporting. |
| Contact Information Current phone and e-mail address of local government representatives you worked with. | Chris Davis - Cherokee County Judge 903-683-2324 cojudge@cocherokee.org |
| Remove Project | Project Name City of Pittsburg - TCF #727202 |
| Facility Type and Use | Water and Sewer Improvements in support of East Texas Medical Center (Hospital) |
| Project Location (Jurisdiction) | Pittsburg, Camp County, Texas |
| Project Size -Number of Houses/Buildings -Total Linear Feet/Square Footage | 4,700 l.f. 8-inch water line; 3,800 l.f. 8-inch sewer line; 2,800 l.f. 3-inch force main |
| Types of Measures | Coordination with Pittsburg city staff, East TX Medical Center staff and engineering firm regarding construction plans, schedules, budgets, performance statement and project revisions. Compliance with Special Conditions, including employee job creation reporting. |
| Project Cost | \$1,435,500 - \$682,800 TCF funds and \$752,700 - East Texas Medical Center funds |
| Financing/Funding Source | Texas Department of Agriculture |
| Project Schedule -Environmental Review Start and End Dates -Construction Start and End Dates -Describe if project was completed on schedule or delayed | Environmental: January 7, 2008 - May 9, 2008 (TDA received March 31, 2008) Construction: 12/11/08 start and 09/30/09 end. Project was on schedule. |

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| Monitoring and Verification Methods | Work with City staff and engineer to verify procurement scheduling of construction contractor (sealed bid) including GLO approved bid package, appropriate Wage Decision, and project environmental clearance. Internal spreadsheets assist in oversight of project budgets, contract compliance, and necessary revisions. |
| Project Personnel List all personnel associated with this project and their roles and responsibilities (only list those who may be assigned to a project). | Gary Traylor - Application coordination and oversight. Wanda Vance - Application preparation, financial draws, budgets and contract revisions. Christel Kiker - Labor Standards and reporting. Kari Beth Smith - Environmental Review |
| Contact Information Current phone and e-mail address of local government representatives you worked with. | Clint Hardeman- City Manager 903-856-3621 chardeman@pittsburgtx.net |
| Remove Project | Project Name City of Center - HOME HRA-1002462 |
| Facility Type and Use | Residential Housing Rehabilitation and Reconstruction |
| Project Location (Jurisdiction) | Center, Shelby County, Texas |
| Project Size -Number of Houses/Buildings -Total Linear Feet/Square Footage | Three houses under current contract. More than 50 Homes cumulatively assisted. 1,100 - 1,200 Square Feet. Depending on number of bedrooms. |
| Types of Measures | Coordination with Center city staff, Homeowners, State Agency, Architectural firms, construction contractors and Title companies regarding homeowner eligibility, construction plans, schedules and budgets. |
| Project Cost | \$285,176 for three 3 homes |
| Financing/Funding Source | Texas Department of Housing and Community Affairs |
| Project Schedule -Environmental Review Start and End Dates -Construction Start and End Dates -Describe if project was completed on schedule or delayed | 4/7/2017 - Ongoing On Schedule- Under Construction |
| Monitoring and Verification Methods | |
| Project Personnel List all personnel associated with this project and their roles and responsibilities (only list those who may be assigned to a project). | Mark Taylor - Application preparation, financial draws, budgets and contract revisions. Christel Kiker - Environmental Review, Labor Standards and reporting. |
| Contact Information Current phone and e-mail address of local government representatives you worked with. | Chad Nehring - City Manager 936-598-4693 cnehring@ci.center.tx.us |

9. Describe the experience, competence and training of personnel with respect to grant writing and administration, and related work. Use the following table to present background on personnel who will potentially be assigned responsibility for a core project task. Also include any added expertise and capability of staff available through other branch offices, subcontracts, etc., that can provide back-up strengths.

Traylor & Associates has the ability to brief and communicate effectively with local governing bodies such as jurisdictional County and sub-county areas in preparing project analyses and assessments. Our staff has developed an understanding of data sources and can produce required demographic and economic documentation. After years of experience, we are familiar with the process of replicating application documents on a large scale. We also correspond daily with consulting engineers in the delivery of budget justifications, scope of work and project schedules.

| Personnel Profile(s) | | Add Personnel |
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| Remove Personnel | Full Name | Gary R. Traylor |
| Potential Role | | |
| Base Location | | Tyler, Texas |
| Current Employment | | |
| Current job title | | President / CEO |
| Company (if subcontractor) | | n/a |
| Job responsibilities | | |
| Number of years with respondent | | 43 years with Traylor & Associates |
| Previous Employment | | |
| Job Title | | N/A |
| Company name | | |
| Job responsibilities | | |
| Number of years with firm | | |
| Academic/Professional Qualifications | | |
| Degree/Discipline | | Bachelor of Science, Political Science |
| College/University | | University of Texas at Tyler |
| Professional Affiliations | | |
| Technical Training | | HUD and TDRA Application, Implementation and Environmental Workshops |
| Accreditations | | |
| Overall | | |
| Total Years or relevant experience | | 43 Years |
| Other relevant experience or accomplishments | | |
| Remove Personnel | Full Name | Mark Taylor |
| Potential Role | | |
| Base Location | | Tyler, Texas |
| Current Employment | | |
| Current job title | | Senior Vice President / Director of Operations |
| Company (if subcontractor) | | n/a |
| Job responsibilities | | |
| Number of years with respondent | | 15 years with Traylor & Associates |
| Previous Employment | | |
| Job Title | | State of Texas |
| Company name | | Department of Human Services |
| Job responsibilities | | Case Management |
| Number of years with firm | | 12 |
| Academic/Professional Qualifications | | |
| Degree/Discipline | | Bachelor of Science, Business Management |
| College/University | | Le Tourneau University - Longview, Texas |
| Professional Affiliations | | |
| Technical Training | | HUD and TDRA Application, Implementation and Environmental Workshops |
| Accreditations | | Licensed Residential Mortgage Loan Originator |
| Overall | | |
| Total Years or relevant experience | | 27 |
| Other relevant experience or accomplishments | | |
| Remove Personnel | Full Name | Wanda Vance |

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| Potential Role Base Location | Project Management Tyler, Texas |
| Current Employment Current job title Company (if subcontractor) Job responsibilities Number of years with respondent | Project Manager n/a 13 years with Traylor & Associates |
| Previous Employment Job Title Company name Job responsibilities Number of years with firm | N/A |
| Academic/Professional Qualifications Degree/Discipline College/University Professional Affiliations Technical Training Accreditations | Business Management Tyler Junior College - Tyler, Texas TDRA Implementation, HUD Environmental and TDA Workshops Homeland Security, Capacity Building & Source Water Protection Workshop Career Track Marketing Workshops & Career Track Management Workshop |
| Overall Total Years or relevant experience Other relevant experience or accomplishments | 13 years of CDBG Project Administration with Traylor & Associates |
| Remove Personnel | Full Name Kari Beth Smith |
| Potential Role Base Location | Contracts and Environmental Services Tyler, Texas |
| Current Employment Current job title Company (if subcontractor) Job responsibilities Number of years with respondent | Compliance Coordinator n/a Preparation of contracts and environmental review records 17 years with Traylor & Associates |
| Previous Employment Job Title Company name Job responsibilities Number of years with firm | N/A |
| Academic/Professional Qualifications Degree/Discipline College/University Professional Affiliations Technical Training Accreditations | Dallas Baptist University - Dallas, Texas TDRA Implementation and Application Workshops HUD & TDRA Environmental Training Workshops |
| Overall Total Years or relevant experience Other relevant experience or accomplishments | 17 years of CDBG experience |
| Remove Personnel | Full Name Jill Hooks |
| Potential Role | Project Management |

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| Base Location | Kirbyville, Texas |
| Current Employment Current job title Company (if subcontractor) Job responsibilities Number of years with respondent | Project Manager n/a 10 years with Traylor & Associates |
| Previous Employment Job Title Company name Job responsibilities Number of years with firm | |
| Academic/Professional Qualifications Degree/Discipline College/University Professional Affiliations Technical Training Accreditations | Bachelor of Arts- Spanish & International Relations Midwestern State University HOME Application, Environmental & Implementation Workshops TDA & GLO CDBG Implementation & Application Workshops HUD Section 3 Compliance Workshop |
| Overall Total Years or relevant experience Other relevant experience or accomplishments | 10 years of experience with HOME and CDBG projects |
| Remove Personnel | Full Name Christel Kiker |
| Potential Role Base Location | Labor Payroll and Environmental Services |
| Current Employment Current job title Company (if subcontractor) Job responsibilities Number of years with respondent | Administrative Assistant n/a Reviews Davis Bacon Labor Payroll, HOME Environmental Services, assist with CDBG Environmental Services 5 years with Traylor & Associates |
| Previous Employment Job Title Company name Job responsibilities Number of years with firm | Store Manager Hastings Entertainment, Inc. Oversee day to day operations of store 15 Years |
| Academic/Professional Qualifications Degree/Discipline College/University Professional Affiliations Technical Training Accreditations | Bachelors of Science - Psychology Sam Houston State University - Huntsville, Texas |
| Overall Total Years or relevant experience Other relevant experience or accomplishments | 5 years experience with HOME and CDBG projects |
| Remove Personnel | Full Name Robin Groom |
| Potential Role Base Location | Project Management Tyler, Texas |

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| Current Employment | |
| Current job title | Project Manager |
| Company (if subcontractor) | n/a |
| Job responsibilities | |
| Number of years with respondent | 1 year with Traylor & Associates |
| Previous Employment | |
| Job Title | Customer Service |
| Company name | Patrick Industries |
| Job responsibilities | Resolved Customer Complaints |
| Number of years with firm | 4 Years |
| Academic/Professional Qualifications | |
| Degree/Discipline | Bachelors of Science - Business Administration |
| College/University | IPFW(Indiana-Purdue of Fort Wayne, Indiana) |
| Professional Affiliations | |
| Technical Training | TDA Implementation and Application Workshop |
| Accreditations | |
| Overall | |
| Total Years or relevant experience | 1 year CDBG Project Administration |
| Other relevant experience or accomplishments | |
| Remove Personnel | Full Name Stacy Schaff |
| Potential Role | Project Management |
| Base Location | Tyler, Texas |
| Current Employment | |
| Current job title | Project Manager |
| Company (if subcontractor) | n/a |
| Job responsibilities | |
| Number of years with respondent | 6 months with Traylor & Associates |
| Previous Employment | |
| Job Title | Exploration Analyst/ Consultant |
| Company name | Self Energy Systems, LLC. |
| Job responsibilities | Analysis & Research for acquisition of mineral rights and agreements in exploration |
| Number of years with firm | |
| Academic/Professional Qualifications | |
| Degree/Discipline | Bachelor of Arts - Spanish & International Relations |
| College/University | Midwestern State University - Wichita Falls, Texas |
| Professional Affiliations | |
| Technical Training | |
| Accreditations | |
| Overall | |
| Total Years or relevant experience | 6 months CDBG Project Administration |
| Other relevant experience or accomplishments | |
| Remove Personnel | Full Name Keith Tijerina |
| Potential Role | Information Technology |
| Base Location | Tyler, Texas |
| Current Employment | |
| Current job title | Information Technology Coordinator |
| Company (if subcontractor) | n/a |

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| Job responsibilities Number of years with respondent | Ensure computer network runs efficiently 2 years with Traylor & Associates |
| Previous Employment Job Title Company name Job responsibilities Number of years with firm | Owner Power Up PC Repair All phases of company operations 4 Years |
| Academic/Professional Qualifications Degree/Discipline College/University Professional Affiliations Technical Training Accreditations | Computer Network Administration Tyler Junior College, Tyler, Texas |
| Overall Total Years or relevant experience Other relevant experience or accomplishments | 10 |

10. Provide a statement on the availability and commitment of the firm and personnel to undertake the project.

Traylor & Associates has the proven capacity required to meet the needs of the Grantee by maintaining a staff capable of providing services on time, in scope and under budget on a daily basis. This is emphasized in a CDBG track record spanning more than 43 years. Our experienced staff is well trained in all aspects of the Colonia CDBG Services including financial, acquisition, general administrative and labor standards duties.

11. Is the respondent certified as a small business, minority- or woman- owned business enterprise, and/or Section 3 business?

| Small Business | Woman Owned | Minority Owned | Section 3 |
|---|---|---|---|
| <input checked="" type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input checked="" type="radio"/> No | <input type="radio"/> Yes <input checked="" type="radio"/> No | <input type="radio"/> Yes <input checked="" type="radio"/> No |

12. State the respondent's policy regarding affirmative action.

Traylor & Associates does not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. Traylor & Associates will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

13. Provide any additional information that the respondent feels is essential to the respondent's statement of qualifications.

Traylor & Associates, Inc. is a small business firm that presently employs an experienced professional staff of seven persons and an additional three persons in supporting administrative positions.

Although staff size occasionally fluctuates according to overall business activity, the firm's professional staff has an average tenure of 10 years. Collectively, the existing seven professional staff members have over 80 years of experience in implementing community development, economic development, and housing, projects for communities throughout Texas.

Whenever the firm is employed to administer a project under a state or federal program, one of the firm's professional staff members is assigned to the project and is designated as the Project Manager.