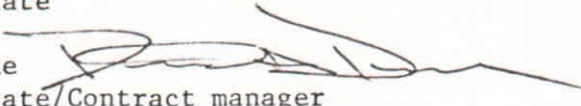


April 21, 1980

TO: Jeffrey P. Davidson
Senior Associate

FROM: David A. Denne 
Senior Associate/Contract manager

SUBJ: Final Employee Evaluation

This memo represents your final employee evaluation under the CSA contract. During this quarter, you have successfully completed task orders for the Tri-Island Economic Development Corporation, the Central Coast Counties Development Corporation, the Office of Economic Development, Community Services Administration, and the Anacostia Economic Development Corporation. I also understand that you have completed a number of technical assistance assignments for the Small Business Administration on the West Coast and have prepared a few formal business proposals which EMAY is likely to win.

Successfully handling this workload alone qualifies you for an outstanding performance rating. This, however, does not tell the whole story.

In the past two years while we were working together, my job as a contract manager was made simpler by having trusted employees like you to depend on for timely and quality completion of client products. From a management point of view, then, I could not have chosen a better employee to assist me in managing, controlling, and staffing as complex an effort as the CSA contract.

From the "product" point of view, too, our technical assistance team's excellent reputation rested in large part on your contributions. Clients and fellow workers alike have expressed their appreciation and gratitude for your enthusiasm and willingness to accept difficult challenges. I can only add my wholehearted vote of confidence along with theirs.

Thanks for your able support over the past two years and best of luck in all future endeavors.