



March 2, 2017

James G. Zupka, CPA, Inc.
5240 East 98th Street
Garfield Heights, OH 44125
ATTN: James G. Zupka, CPA

Re: **RFP 16-03 Fee Accountant Services**

Mr. Zupka,

The Butler Metropolitan Housing Authority has completed the RFP process for the above-mentioned contract. A contract will be awarded to James G. Zupka, CPA, Inc., as your company was the most responsive and responsible bidder.

Congratulations on this new contract.

If you have any questions, please feel free to give me a call.

Sincerely,

Butler Metropolitan Housing Authority

A handwritten signature in blue ink that reads "Joe Mauch".

Joe Mauch
Procurement/Budget Assistance

Cc: Fee Accountant Services File