



April 28, 2022

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

Re: **RFP 22-02 Fee Accountant Services**

Mr. Dougherty,

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.

Sincerely,

Butler Metropolitan Housing Authority

A handwritten signature in black ink that reads "Michelle Graham".

Michelle Graham
Procurement/Budget Assistance

Cc: Fee Accountant Services File