



January 26, 2023

Wiggins Cleaning & Carpet Service, Inc.

ATTN: Jewell Wiggins

6543 Sandpebble Court

Englewood OH 45322

Re: **RFP 22-09 Cleaning Services**

Dear Mr. Wiggins.,

Butler Metropolitan Housing Authority has completed the RFP process for the above-mentioned contract. A contract will be awarded to Wiggins Cleaning & Carpet Service, Inc., as your company was the most responsive and responsible offeror.

Congratulations on this award.

Please let me know if you have any questions or concerns.

Sincerely,

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

Michelle Graham

Procurement/ Budget Assistant