



August 26, 2019

Reno & Cavanaugh, PPLC  
455 Massachusetts Avenue, NW, Suite 400  
Washington, DC 20001  
ATTN: Sarah Molseed

Re: **RFP 19-03 Specialty Legal Services**

Ms. Molseed,

The Butler Metropolitan Housing Authority has completed the RFP process for the above-mentioned contract. A contract will be awarded to Reno & Cavanaugh, PLLC, as your company was the most responsive and responsible bidder.

Please contact Ben Jones at 513-623-0353 or [bjones@butlermetro.org](mailto:bjones@butlermetro.org), at your earliest convenience to set up an initial meeting to begin the services. This meeting will not only go over your beginning processes, it will also go over accounts payable information and other administrative questions and processes.

Congratulations on this new contract.

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

Sincerely,

Butler Metropolitan Housing Authority

Rita A. Adams  
Accounting Manager

Cc: Specialty Legal Services file