July 19, 2022

 Firm(s) Name & Address

Fax:

Ref: University of Virginia

Project Name

Contracting Option

Request for Proposal #:

Project Code:      ;  WO # ; P #

(Selection Committee Results)

Dear Mr. / Ms.:

Thank you for your team’s proposal and presentation. The Selection Committee found your firm to be well prepared and the most qualified for this important project. We appreciate your firm’s hard work and commitment of resources to deliver such a strong proposal.

The University intends to award your firm a contract as soon as final approval documentation is executed. You will be receiving your documents and will be contacted shortly.

If you have any questions, please do not hesitate to call me. We look forward to working with you and your team.

Congratulations!

Sincerely,

c: Annette M. Cyphers;  Project Manager ; Selection Committee & Advisors ; Procurement File; Martin E. Best, Jr.