

A/E Selection Guide Exhibit XVIII –Notification of Selection

Letter

[DATE]

[COMPANY NAME]

[ADDRESS]

SUBJECT: [solicitation number], [project title] - Selection Notification

[greeting]

The final selection list of the Architect and Engineering (A/E) firms the Department of Health and Human Services (DHHS) considered the most highly qualified to perform the A/E services for subject solicitation has been made. Your firm has been selected as the most preferred firm on that final selection list.

The DHHS, Indian Health Service (IHS), anticipates award of a contract to you subject to the successful negotiation of a reasonable fee. A Request for Proposal (RFP) will be issued to you within the next ten (10) days.

If you have any questions, please contact me at (206) , or the Project Officer, , at .

/s/Contracting Officer