



**WISCONSIN DEPARTMENT OF
ADMINISTRATION**

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April 12, 2016

C. H. Coakley & Company
Attention: Michael Coakley
2151 North King Drive, Suite 200
Milwaukee, WI 53212

Sent via email

RE: DWD/UI RFP #445-023 Southeast Wisconsin

Dear Mr. Coakley:

It is the intention of the Department of Administration (DOA) to negotiate a lease with C. H. Coakley & Company for the Department of Workforce Development (DWD) – Unemployment Insurance (UI) in accordance with the Request for Proposal referenced above and per information provided in the RFP & Best and Final Offer (BAFO) submissions.

This letter is the notice of intent to award a lease and does not constitute a contractual commitment. If a contractual agreement cannot be reached during negotiations, the DOA reserves the right to end negotiations and move to the next highest scoring proposer.

Sincerely,

Cindy M Torstveit
Administrator, Division of Facilities Management