



**THE COUNTY OF GALVESTON**

**RUFUS G. CROWDER, CPPO, CPPB**  
PURCHASING AGENT

**COUNTY COURTHOUSE**  
722 Moody (21<sup>st</sup> Street)  
Fifth (5<sup>th</sup>) Floor  
GALVESTON, TEXAS 77550  
(409) 770-5371

**GWEN MCLAREN, CPPB**  
ASST. PURCHASING AGENT

February 8, 2021

Lee Hughes  
J.W. Kelso Company, Inc.  
P.O. Box 2110  
Galveston, TX 77553

**Re: RFQ #B211021, Outdoor Pavilion at Bayside Regional Park**  
**Contract #CM21177**

Dear Mr. Hughes,

At our regular meeting of the Galveston County Commissioners' Court on February 8, 2021, your company was awarded the bid for RFQ #B211021, Outdoor Pavilion at Bayside Regional Park. Prior to receiving the notification to proceed, please forward all required documents as requested per the bid or proposal conditions.

Invoices are to be sent to the following address:

Galveston County Auditor's Office  
P.O. Box 1418  
Galveston, Texas 77553

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

CONGRATULATIONS and we look forward to doing business with your company!

Sincerely,

A handwritten signature in black ink, appearing to be "Rufus Crowder", is written over a long horizontal line.

Rufus Crowder, CPPO CPPB  
Purchasing Agent  
County of Galveston County