



THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO, CPPB
PURCHASING AGENT

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

July 10, 2023

Mr. Joel Colwell
Huitt-Zollars, Inc.
1001 Fannin Street, Suite 4040
Houston, TX 77002

**Re: RFQ #B231022, Professional Design Services for Mental Health Extended Observation Unit Facility
Contract #CM23293**

Dear Mr. Colwell,

At our special meeting of the Galveston County Commissioners' Court on July 10, 2023, your company was awarded the bid for RFQ #B231022, Professional Design Services for Mental Health Extended Observation Unit Facility. 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 read "Rufus Crowder", written over a horizontal line.

Rufus Crowder, CPPO CPPB
Purchasing Agent
County of Galveston County