



**THE COUNTY OF GALVESTON**

**RUFUS CROWDER, CPPO CPPB**  
PURCHASING AGENT

**ERIN QUIROGA, MBA, CPPB**  
ASSISTANT PURCHASING AGENT

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

November 27, 2023

Isabelle Asakura  
Asakura Robinson Company, LLC  
2500 Summer St. #3228  
Houston, TX 77007

[isabelle@asakurarobinson.com](mailto:isabelle@asakurarobinson.com)

**Re: RFP #B231033, Galveston County Parks, Recreation & Open Space Master Plan  
Contract #CM23444**

Dear Mrs. Asakura,

At a special meeting of the Galveston County Commissioners' Court on November 27, 2023 your company was awarded the contract associated with RFP #B231033, Galveston County Parks, Recreation & Open Space Master Plan. Prior to receiving the notification to proceed, contract negotiations can begin in an effort to finalize the work agreement. A fully executed contract will be sent to you once all signatures have been obtained.

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 that reads "Rufus Crowder".

Rufus G. Crowder, CPPO, CPPB  
Purchasing Agent  
Galveston County