



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

May 13, 2024

Jeanette Robert  
Marketplace Ministries dba Marketplace Chaplains  
3001 W. Plano Parkway, Suite 3200  
Plano, TX 75075

[jeanetterobert@mchapusa.com](mailto:jeanetterobert@mchapusa.com)

**Re: RFP #B242013, Employee Support Program  
Contract #CM24153**

Dear Mrs. Robert,

At our special meeting of the Galveston County Commissioners' Court on May 13, 2024, your company was awarded the bid for RFP #B242013, Employee Support Program. 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", with a long horizontal line extending to the right.

Rufus Crowder, CPPO CPPB  
Purchasing Agent  
County of Galveston County