



September 26, 2017

Honorable Margie Ramirez Ibarra
Webb County Clerk
1110 Victoria Street, Suite 201
Laredo, TX 78040

RE: Preservation of the Records Archive Phase III: Plats

Dear Hon. Margie Ramirez Ibarra,

This proposal addresses the preservation of 48 volumes of Plats for the Webb County Clerk that are currently housed in cabinets. Recommended preservation services include conservation, deacidification, mending, encapsulation, rehousing in Enduro® plat cabinets, archival image capture and processing, and creation of 35 mm archival microfilm.

This quote is presented by Kofile Technologies, Inc. (Kofile). Pricing is good for 90 days from the date of this proposal without a signed contract.

PROJECT UNDERSTANDING

At Kofile, each project is unique and deserves special attention. Our team provides realistic solutions, professional analysis, and innovative archival products to equip counties with the resources needed to preserve collections.

Preservation minimizes the chemical and physical deterioration of the page. Its goal is to prolong the existence and useful life of the original format. Oftentimes this includes preserving and removing the original from public access and creating a security copy. Preservation can incorporate any combination of conservation, treatment, stabilization, preventative care, digitization, or any maintenance or repair of the existing resource.

Kofile never utilizes any treatment, repair, or maintenance that is not 100% reversible. Services are performed in accordance with the *Code of Ethics & Guidelines for Practice* of the American Institute for Conservation (AIC).

NEEDS ASSESSMENT

These records maintain a PERMANENT retention period according to *Local Schedule CC*, Texas State Library & Archives Commission, 2011. *Plats receive the following services as applicable. A permanent log is created to record condition prior to treatment, pagination, and services/treatments performed. A final quality check references this log. Kofile can hold a security copy of all digital images for safekeeping. Kofile does not sell, distribute, or grant unauthorized access to County records.*

PRV—Preservation (Conservation Treatments, Encapsulation, Hangers, and Re-housing in Plat Cabinets)

- Surface clean sheets to remove deposits—including dust, soot, airborne particulate, sedimentation, insect detritus, or even biological/mineral contaminants.

6300 CEDAR SPRINGS ROAD, DALLAS, TEXAS 75235
P: 214/ 351.4800 F: 214/ 442.6669 WWW.KOFILE.US

- Remove non-archival repairs or fasteners, such as residual glues, to the furthest extent possible without causing damage to paper and inks.
- Mend tears with acid free and reversible materials, such as Japanese tissue or archival acrylic based and reversible heat set tissue such as Filmoplast®.
- Deacidify sheets after careful testing with magnesium oxide to neutralize acidic inks and paper by providing an alkaline reserve. Random testing ensures an 8.5 pH with a $< \pm .5$ deviation. *Some maps are not deacidified, such as architectural linen or those comprised from acid-based imaging (blueprint and blue line).*
- Mounted plats are dismantled from secondary supports if the process will not cause further degradation. Fragile plats are backed onto acid-free paper with acid-free, reversible archival quality adhesives, if necessary.
- Plats are encapsulated in 4 mil custom map envelopes composed of SKC Films Skyroll SH72S® Mylar. Plat records are fitted with new wishbone hangers and re-hung in two (2) model 200 Enduro® Plat Cabinets.

IM—Archival Imaging (Image Capture, Clean Up, & Zonal Enhancements)

- Capture images at a minimum of 300 dpi at 256 gray levels, ensuring the highest quality for poor contrast and readability. Gray-scale ensures optimum resolution.
- Images accumulate as Group IV bi-tonal images in a standard TIFF or PDF format.
- Kofile's *IMAGE PERFECT* application software uses custom image clean up and enhancements such as deskew, despeckle, character repair, and zonal processing.
- Annotations are electronically added on the re-created image.
- Images are indexed by Book, Volume, and Page and grouped (stapled) together to form documents.
- When multiple documents exist on a single page, images are split so that each document is viewable individually.
- Each image is certified and sight checked. Effectiveness and minimum legibility are verified through rigorous and systematic quality control.
- The County receives one MASTER COPY on media most suitable to project size and one COPY.

MM—Archival Microfilm

- Create archival 35 mm microfilm as a security backup.
- Microfilm produced from this project will be stored at the Kofile Dallas facility. Microfilm storage is included at no additional cost as long as the County is engaged in a contract or not more than two years has passed since the County has been engaged in contract work. After two years, Kofile reserves the option to propose cost for continued storage or the County has the option to take possession of microfilm.

PROJECT OVERVIEW

Without a signed Contract, prices are good for 90 days from the date of this proposal. Upon approval, pricing remains firm for the Contract term. Please note that pricing is based on a Good Faith Estimate of image counts. Billing will occur on actual counts based upon agreed upon unit pricing, not to exceed (NTE) a total project cost of \$24,000.00 without written permission from Webb County.

To purchase via Kofile's GSA contract, then please reference GSA Contract No. **GS-35F-275AA** on the County's Purchase Order.

WEBB COUNTY CLERK PROJECT OVERVIEW						
RECORDS SERIES TITLE	VOLUME	DATE	MAP COUNT	LEVEL OF SERVICE	STORAGE SOLUTION	PRICE QUOTE
Plat Records in Cabinets	Vol. 1 (pp. 1-147) Vol. 2 (pp. 1-235) Vol. 3 (pp. 1-100) Vol. 4 (pp. 1-6)	May 21, 1920— January 21, 1985	48	PRV/IM/MM	Two (2) Model 200 Enduro® Plat Cabinets	\$23,834.56
TOTAL						\$23,834.56

Kofile will perform and invoice services to match exactly as proposed herein. Kofile will not perform work in excess of approved proposal funding allocation and will stop short of work having the potential to exceed approval proposal funding allocation. Should any increase, adjustment, change order or modification from the proposal scope of work be required, it will be documented and submitted to Webb County for consideration and approval. Kofile will proceed with performance of any such change or modification only after receiving approval in writing from Webb County.

COUNTY ACCEPTANCE

PURCHASING VEHICLE:

- GSA Cooperative Purchasing for Local Government via *GSA Contract No. GS-35F-275AA.*
 Other: _____

 Honorable Tano E. Tijerina, Judge of the County of Webb

 Date

 Marco A. Montemayor, Webb County Attorney

 Date

 Honorable Margie Ramirez Ibarra, Webb County Clerk

 Date

PURCHASING VIA GSA

Kofile's federal cooperative purchasing (CO-OP) contract extends to state and local government. This is GSA Schedule 70 Contract No. **GS-35F-275AA**. Webb County is eligible for to purchase from this contract. This Schedule 70 CO-OP Contract presents professional information technology labor categories for data conversion & records management services. Other information pulled from GSA literature that may be helpful includes:

- ▶ The Group 70 contract is available for Cooperative Purchasing with state and local governments at any time, for any reason, using any funds available.
- ▶ It is entirely voluntary.
- ▶ The eligible vendors are knowledgeable about Cooperative Purchasing. Vendors are prepared to be a GSA customer's primary point of contact. Furthermore, customers are free to enter into a Cooperative Purchasing agreement with any Schedule vendor without involving GSA.

To purchase from GSA, you only need follow Webb County's applicable purchasing requirements. When a Purchase Order is issued, it must reference Kofile's **GSA Contract Number GS-35F-275AA**. Kofile is responsible for reporting the sale to GSA and there is a 0.75% fee built in the client's quote for the order.

GSA line items are billed per hourly charges. Please see the following for itemized pricing per each plat.

GSA LINE ITEMS				
PART NO.	DESCRIPTION	UNIT PRICE	QTY.	LINE ITEM TOTAL
TCS005	Graphic Artist I <i>(Physical/Digital Restoration)</i>	\$65.00/Hour	83.3009	\$5,414.56
TCS006	Graphic Artist II <i>(Physical/Digital Restoration)</i>	\$75.00/Hour	84	\$6,300.00
TCS007	Information Assurance Engineer I	\$65.00/Hour	84	\$5,460.00
TCS008	Information Assurance Engineer II	\$75.00/Hour	84	\$6,300.00
TCS010	Project Manager	\$180.00/Hour	2	\$360.00
TOTAL				\$23,834.56

PROJECT INVENTORY & ITEMIZED PRICING

PLAT CABINET 1: FROM MAY 21, 1920 THRU AUG. 18, 1936 (VOL. 1 PGS. 1-147 & VOL. 2 PGS. 1-52)								
RECORDS SERIES TITLE	VOL/PG	FILE NO.	DATE	SHEET SIZE	FORMAT	NOTES	LEVEL OF SERVICE	PRICE QUOTE
Plat of Porcion No. 14, in Webb Co., Texas, Showing Subdivision of N½ of Same	1/1		5/7/1920	24x36	Paper	Lots of tape & mechanical damage. 1/2 on back.	PRV/IM/MM	\$603.45
Map Showing Subdivision of the West Par of Porcion 9 in Webb Co Texas	1/2		April 1926	24x36	Paper	Lots of tape & mechanical damage. 1/1 on front.	PRV/IM/MM	\$603.45
Webb County Sketch of The Antonio Salinas Estate	2/1			24x36	Paper	Lots of tape, tears, voids, losses, and creasing/cockling. 2/2 on back	PRV/IM/MM	\$603.45

PLAT CABINET 1: FROM MAY 21, 1920 THRU AUG. 18, 1936
(VOL. 1 PGS. 1-147 & VOL. 2 PGS. 1-52)

RECORDS SERIES TITLE	VOL/ PG	FILE NO.	DATE	SHEET SIZE	FORMAT	NOTES	LEVEL OF SERVICE	PRICE QUOTE
NOT LEGIBLE	2/2			24x36	Paper Blueprint	Lots of tape, tears, voids, losses, and creasing/cockling. 2/1 on front	PRV/IIM/ MM	\$603.45
City of Laredo Sketch of East Half of ED Block 641	2/3			24x36	Paper	Lots of tape, tears, voids, losses, mechanical damage, creasing/cockling, & ink burns/splotches. 2/4 on back.	PRV/IIM/ MM	\$603.45
Map Showing E.R. Marts Subdivision	2/4		1928	24x36	Paper Blueprint	Lots of tape, tears, voids, losses, mechanical damage, & ink burns. 2/3 on front.	PRV/IIM/ MM	\$603.45
Webb County Sketch Parts of Porciones 41-42-43	2/5		11/5/1928	24x36	Paper	Lots of tape. 2/6 on back	PRV/IIM/ MM	\$603.45
Map of W.J. Beuren's Subdivision of Survey 1567	2/6		1/9/1929	24x36	Paper	Lots of tape, creasing/cockling. 2/5 on front.	PRV/IIM/ MM	\$603.45
Map of the Division Line Between Webb and Duval Counties	2/87			14x 110	Paper Blueprint	Partially pasted to mounting sheet. Creasing/cockling.	PRV/IIM/ MM	\$1,121.22
Map of the Division Line Between Webb and Dimmit Counties	2/88		1943	14x 110	Paper Blueprint	Folded in plastic sheath. Paper clips, creasing/cockling.	PRV/IIM/ MM	\$1,121.22
Map of the Division Line Between Webb & La Salle Counties	2/89 (1)		1943	11x45	Paper Blueprint	Partially pasted to mounting sheet w/89(2). Lots of tearing & tape attaching half of plat.	PRV/IIM/ MM	\$603.45
Map of the Division Line Between Webb & La Salle Counties, Texas As Surveyed	2/89 (2)		1943	13x41	Paper Blueprint	Partially pasted to mounting sheet w/89(1). Unpasted portion creasing/cockling & tearing.	PRV/IIM/ MM	\$603.45
Copy of Page 89 (1&2)	2/89 (copy)		1943	25x39	Paper Reverse Image	Reduced size copy of 89(1) & (2). Reverse image.	PRV/IIM/ MM	\$603.45
Retama Park Subdivision Laredo, Texas	2/171 (1)	110644	Oct. 13, 1959	24x36	Paper	Pasted/taped to mounting sheet w/ 171(2). 1 plat & 2 pgs. annotations.	PRV/IIM/ MM	\$603.45
NOT LEGIBLE	2/171 (2)	111305		24x36	Paper	Pasted/taped to mounting sheet w/ 171(1).	PRV/IIM/ MM	\$603.45
La Moca Ranch Subdivision Webb County, Texas Made for the Veterans' Land Board	2/172		1959	24x36	Paper Blue Line	Lots of tape, tears, voids, losses. Significant portions missing. Loose fragments taped to edges. Irregularly sized.	PRV/IIM/ MM	\$603.45
A.C. Markley Tract Sketch in Webb County & Laredo	2/177 (1)	15731		24x36	Paper Reverse Image	Pasted/taped to mounting sheet w/ 177(2). Annotated. 178 on back.	PRV/IIM/ MM	\$603.45
Sketch for Replat of Block No. 1012, W.D.	2/177 (2)	116264	Sept. 1960	24x36	Paper	Pasted/taped to mounting sheet w/ 177(1). Comprised of plat and annotations. Top right corner stained w/unknown substance. 178 on back.	PRV/IIM/ MM	\$603.45
Amended Plat of Del Mar Hills Section 1 Area 'A'	2/178 (1)		Aug. 25, 1960	24x36	Paper	Pasted/taped to mounting sheet w/ 178(2-4). 177 on front.	PRV/IIM/ MM	\$603.45
Amended Plat of Del Mar Hills Section 1 Area 'B'	2/178 (2)		Aug. 25, 1960	24x36	Paper	Pasted/taped to mounting sheet w/ 178(1,3,4). 177 on front.	PRV/IIM/ MM	\$603.45
Amended Plat of Del Mar Hills Section 1 Area 'C'	2/178 (3)		Aug. 25, 1960	24x36	Paper	Pasted/taped to mounting sheet w/ 178(1,2,4). 177 on front.	PRV/IIM/ MM	\$603.45
Annotations to Amended Plats of Del Mar Hills Section 1, Areas 'A', 'B', & 'C'	2/178 (4)		Aug. 25, 1960	24x36	Paper	Pasted/taped to mounting sheet w/ 178(1-3). Stained w/ unknown substance. 177 on front.	PRV/IIM/ MM	\$603.45

PLAT CABINET 2: FROM SEPT. 23, 1936 THRU SEPT. 6, 1974
(VOL. 2, PGS. 53-235)

RECORDS SERIES TITLE	VOL/ PG	FILE NO.	DATE	SHEET SIZE	FORMAT	NOTES	LEVEL OF SERVICE	PRICE QUOTE
Map of the Division Line Between Webb and Duval Counties	2/87			14x 110	Paper Blueprint	Partially pasted to mounting sheet. Creasing/cockling.	PRV/IM/ MM	\$1,121.22
Map of the Division Line Between Webb and Dimmit Counties	2/88		1943	14x 110	Paper Blueprint	Folded in plastic sheath. Paper clips, creasing/cockling.	PRV/IM/ MM	\$1,121.22
Map of the Division Line Between Webb & La Salle Counties	2/89 (1)		1943	11x45	Paper Blueprint	Partially pasted to mounting sheet w/89(2). Lots of tearing & tape attaching half of plat.	PRV/IM/ MM	\$603.45
Map of the Division Line Between Webb & La Salle Counties, Texas As Surveyed	2/89 (2)		1943	13x41	Paper Blueprint	Partially pasted to mounting sheet w/89(1). Unpasted portion creasing/cockling & tearing.	PRV/IM/ MM	\$603.45
Copy of Page 89 (1&2)	2/89 (copy)		1943	25x39	Paper Reverse Image	Reduced size copy of 89(1) & (2). Reverse image.	PRV/IM/ MM	\$603.45
Retama Park Subdivision Laredo, Texas	2/171 (1)	110644	Oct. 13, 1959	24x36	Paper	Pasted/taped to mounting sheet w/ 171(2). 1 plat & 2 pgs. annotations.	PRV/IM/ MM	\$603.45
NOT LEGIBLE	2/171 (2)	111305		24x36	Paper	Pasted/taped to mounting sheet w/ 171(1).	PRV/IM/ MM	\$603.45
La Moca Ranch Subdivision Webb County, Texas Made for the Veterans' Land Board	2/172		1959	24x36	Paper Blue Line	Lots of tape, tears, voids, losses. Significant portions missing. Loose fragments taped to edges. Irregularly sized.	PRV/IM/ MM	\$603.45
A.C. Markley Tract Sketch in Webb County & Laredo	2/177 (1)	15731		24x36	Paper Reverse Image	Pasted/taped to mounting sheet w/ 177(2). Annotated. 178 on back.	PRV/IM/ MM	\$603.45
Sketch for Replat of Block No. 1012, W.D.	2/177 (2)	116264	Sept. 1960	24x36	Paper	Pasted/taped to mounting sheet w/ 177(1). Comprised of plat and annotations. Top right corner stained w/unknown substance. 178 on back.	PRV/IM/ MM	\$603.45
Amended Plat of Del Mar Hills Section 1 Area 'A'	2/178 (1)		Aug. 25, 1960	24x36	Paper	Pasted/taped to mounting sheet w/ 178(2-4). 177 on front.	PRV/IM/ MM	\$603.45
Amended Plat of Del Mar Hills Section 1 Area 'B'	2/178 (2)		Aug. 25, 1960	24x36	Paper	Pasted/taped to mounting sheet w/ 178(1,3,4). 177 on front.	PRV/IM/ MM	\$603.45
Amended Plat of Del Mar Hills Section 1 Area 'C'	2/178 (3)		Aug. 25, 1960	24x36	Paper	Pasted/taped to mounting sheet w/ 178(1,2,4). 177 on front.	PRV/IM/ MM	\$603.45
Annotations to Amended Plats of Del Mar Hills Section 1, Areas 'A', 'B', & 'C'	2/178 (4)		Aug. 25, 1960	24x36	Paper	Pasted/taped to mounting sheet w/ 178(1-3). Stained w/ unknown substance. 177 on front.	PRV/IM/ MM	\$603.45

PLAT CABINET 3: FROM JAN. 9, 1975 THRU JAN. 21, 1985
(VOL. 3, PGS. 1-100 & VOL. 4, PGS 1-6), *cont'd.*

RECORDS SERIES TITLE	VOL/PG	FILE NO.	DATE	SHEET SIZE	FORMAT	NOTES	LEVEL OF SERVICE	PRICE QUOTE
La Moca Ranch Subdivision Webb County, Texas Made for the Veterans' Land Board	3/2a(1)		Jun. 12, 1974	24x36	Paper	Pasted/taped to mounting sheet w/ 3/2a(2). Annotated. Lots of tears/tape. 3/2 on back.	PRV/IM/MM	\$603.45
Map of the Rio Grande Corporation Subdivision of La Moca Ranch Webb County, Texas	3/2a(2)			24x36	Paper	Pasted/taped to mounting sheet w/ 3/2a(1). Annotated. Lots of tears/tape. 3/2 on back.	PRV/IM/MM	\$603.45
Plat of Century City Subdivision Sheet 1 of 2	3/2(1)			24x36	Paper	Pasted/taped to mounting sheet w/ 3/2(2-4). Annotated. Lots of tears/tape. 3/2a on front.	PRV/IM/MM	\$603.45
Plat of Century City Subdivision Sheet 2 of 2	3/2(2)			24x36	Paper	Pasted/taped to mounting sheet w/ 3/2(1,,3, 4). Annotated. Lots of tears/tape. 3/2a on front.	PRV/IM/MM	\$603.45
Plat of a 259.59 portion of the south part of Survey 2142.	3/2(3)	206283	Jan. 10, 1975	24x36	Paper	Pasted/taped to mounting sheet w/ 3/2(1,,2, 4). Annotated. Lots of tears/tape. 3/2a on front.	PRV/IM/MM	\$603.45
South Laredo Industrial Park Ltd.	3/2(4)	207988	1975	24x36	Paper	Pasted/taped to mounting sheet w/ 3/2(1-3). Annotated. Lots of tears/tape. Overlaps 3/2(1-2) 3/2a on front.	PRV/IM/MM	\$603.45
Plat of Unit 1 Pecan Acres Subdivision	3/3(1)	208112	1975	23x30	Paper	Pasted/taped to mounting sheet w/ 3/3(2-3). Tears/chipping at edges. 3/3a on back.	PRV/IM/MM	\$603.45
Hillside Terrace Subdivision Unit 2	3/3(2)	209138	May 20, 1975	23x30	Paper Reverse Image	Pasted/taped to mounting sheet w/ 3/3(1&3). Tears/chipping at edges. 3/3a on back.	PRV/IM/MM	\$603.45
NOT LEGIBLE	3/3(3)	210547	Jun. 28, 1975	23x30	Paper	Pasted/taped to mounting sheet w/ 3/3(1-2). Tears/chipping at edges. Comprised of 1 pg. annotations & 1 pg. map. 3/3a on back.	PRV/IM/MM	\$603.45
Amended Plat of Hillside Terrace Subdivision Unit 1	3/3a(1)	210727		11x17	Paper	Pasted/taped to mounting sheet w/ 3/3a(2). Ink smudging. 3/3 on front.	PRV/IM/MM	\$240.71
Plat Showing Partition of a 300.17 Acre Tract in Webb Co, Texas	3/3a(2)	212496	Sept. 9, 1975	11x17	Paper	Pasted/taped to mounting sheet w/ 3/3a(2). Tape repair through middle. 3/3 on front.	PRV/IM/MM	\$240.71
Amended Plat of Hillside Terrace Subdivision Unit 1	3/4(1)	212878 212879 230727	Sept. 19, 1975	12x19	Paper	Pasted/taped to mounting sheet w/ 3/4(2). 3/4a on back.	PRV/IM/MM	\$240.71
One River Place	3/4(2)		Sept. 17, 1976	12x19	Paper	Pasted/taped to mounting sheet w/ 3/4(1). 3/4a on back.	PRV/IM/MM	\$240.71
Hillside Terrace Subdivision Unit 2	3/4a(1)		Oct. 2, 1975	12x19	Paper Reverse Image	Pasted/taped to mounting sheet w/ 3/4a(2). 3/4 on front.	PRV/IM/MM	\$240.71
Plat Showing Partition of Tract No Containing 9422 Acres in Survey 724, Webb Co., Texas	3/4a(2)	213447	Oct. 14, 1975	12x19	Paper Blueline	Pasted/taped to mounting sheet w/ 3/4a(1). 3/4 on front.	PRV/IM/MM	\$240.71
Plat of Regency Park	3/8(1)	231629		12x17	Paper	Pasted/taped to mounting sheet w/ 3/8(2-3).	PRV/IM/MM	\$240.71
Plat of Villa Del Sol. Unit II	3/8(2)	230696		12x17	Paper	Pasted/taped to mounting sheet w/ 3/8(1&3).	PRV/IM/MM	\$240.71
Amended Plat Chaparral Village Subdivision Unit II Areas A & B	3/8(3)			12x17	Paper Reverse Image	Pasted/taped to mounting sheet w/ 3/8(1-2).	PRV/IM/MM	\$240.71
Westgate Place Residential Subdivision	3/8a(1)	233006	Jun. 13, 1977	12x17	Paper	Pasted/taped to mounting sheet w/ 3/8a(2-3).	PRV/IM/MM	\$240.71

PLAT CABINET 3: FROM JAN. 9, 1975 THRU JAN. 21, 1985
(VOL. 3, PGS. 1-100 & VOL. 4, PGS 1-6), *cont'd.*

RECORDS SERIES TITLE	VOL./PG.	FILE NO.	DATE	SHEET SIZE	FORMAT	NOTES	LEVEL OF SERVICE	PRICE QUOTE
Pinecrest Subdivision	3/8a(2)			12x17	Paper Reverse Image	Pasted/taped to mounting sheet w/ 3/8a(1& 3).	PRV/IM/MM	\$240.71
Lucky "13" Ranchettes out of 142.82 Acre Tract in La Moca Ranch	3/8a(3)			12x17	Paper Reverse Image	Pasted/taped to mounting sheet w/ 3/8a(1-2). Adhesive staining	PRV/IM/MM	\$240.71
Country Club Estates	3/13(1)	250655	Jan. 12, 1979	14x18	Paper	Pasted/taped to mounting sheet w/ 3/13(2). Annotations.	PRV/IM/MM	\$240.71
Country Club Estates	3/13(2)			14x18	Mylar	Pasted/taped to mounting sheet w/ 3/13(1). Staining from unknown substance. Smudged/faded ink.	PRV/IM/MM	\$240.71
NOT LEGIBLE	3/13a(1)	254127	May 7, 1979	13x18	Paper	Pasted/taped to mounting sheet w/ 3/13a(2-3).	PRV/IM/MM	\$240.71
Plat of Section 44 Area 'C' Del Mar Hills	3/13a(2)	253350		13x18	Paper	Pasted/taped to mounting sheet w/ 3/13a(1&3).	PRV/IM/MM	\$240.71
Ranchitos "Las Lomas"	3/13a(3)	253672	Jun. 5, 1978	13x18	Paper	Pasted/taped to mounting sheet w/ 3/13a(1-2).	PRV/IM/MM	\$240.71

Please let me know if you have any questions. We look forward to serving Webb County and working together for the preservation of its public and historical assets.

Sincerely,

Scott Fausto

Scott Fausto
Account Manager

cec/sgr