



March 16, 2021

Dear Ms. Simonton,

Please accept this proposal for RCI to create a listing of Williamson County's unique vehicles to include digital photography. This service is being offered at the request of the County as an additional service to our Fixed Asset Inventory. RCI's physical asset inventory services have been provided under a separate contract.

RCI will provide the digital photographs of the unique vehicles on external USB media. Digital photos will not be accessible from the FAMP 11.1 program and will only be accessible on the external media provided. All digital photo files will be in a consistent file format and will be named with the Asset Number to which it corresponds.

The project cost is based on **\$95.00 per hour** for labor and **\$1.00 per asset photographed**. We estimate the project will take approximately 8 hours. We will charge only for the actual hours needed. ($\$95.00 \times 8 \text{ hours} = \$760.00 + \$1.00 \text{ per asset photographed}$)

Thank you,

Linda LaField
Account Manager

Organization Name Williamson County State Texas

Your Name _____ Title _____

Acceptance Signature _____ Date _____

Email Address _____ Purchase Order # _____