



## THE COUNTY OF GALVESTON

**RUFUS G. CROWDER, CPPO CPPB**  
PURCHASING AGENT

**COUNTY COURTHOUSE**  
722 Moody (21<sup>st</sup> Street)  
Fifth (5<sup>th</sup>) Floor, Purchasing  
GALVESTON, TEXAS 77550  
(409) 770-5371

**ERIN S. QUIROGA, MBA, CPPB**  
ASST. PURCHASING AGENT

May 29, 2025

Honorable County Judge  
And Commissioners' Court  
County Courthouse  
Galveston, Texas

**RE: ITB 25-045, Motor Fuels**  
**Contract #219095**

Gentlemen,

On May 22, 2025, bids were opened for ITB 25-045, Motor Fuels. Nine (9) bids were received from the following companies:

- |                                       |                   |
|---------------------------------------|-------------------|
| • Campbell Oil Company                | Elizabethtown, NC |
| • Senergy Petroleum                   | Phoenix, AZ       |
| • Moffitt Services                    | Cypress, TX       |
| • Bay Oil Company                     | Dickinson, TX     |
| • Gen Energy, LLC dba Gen Oil Company | Clawson, MI       |
| • Gresham Petroleum                   | Indianola, MS     |
| • 3L Energy Solutions                 | Houston, TX       |
| • Atlantic Petroleum                  | Houston, TX       |
| • PT Express Transport, LLC           | Baytown, TX       |

It is requested that this bid be awarded to the lowest cost, best value, and qualified bidder that met the specifications, Bay Oil Company.

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Rufus Crowder", with a stylized flourish at the end.

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

5/29/'25 3:19 PM



## The County of Galveston

Road and Bridge Department  
Seawall Maintenance Department  
Bolivar Peninsula Beach Maintenance  
Fleet Service Department

Lee Crowder, Director of Road and Bridge Office 281-534-5152

Date: May 27, 2025

To: Rufus Crowder, Purchasing Agent

From: Lee Crowder, Road Administrator

A handwritten signature in black ink, appearing to read "Lee Crowder", is written over the "From:" line.

CC: Zach Smith, Assistant Road Administrator  
Tammy Dickey, Administrative Assistant / P-Card Administrator

Re: ITB 25-045 Motor Fuels

In reference to the above bid, I recommend awarding the contract to Bay Oil Company. Bay Oil Company is the apparent lowest bidder able to provide all requested fuel types to all locations.

Thank you for your assistance in obtaining this bid.

ITB 25-045 MOTOR FUELS			LOWEST PRICE				2ND LOWEST PRICE			
			GEN ENERGY	MOFFITT	SENERGY	ATLANTIC	3LENERGY	CAMPBELL	GRESHAM	BAY OIL
1	UNLEAD DKN	4000	0.2732	0.1	0.1	0.195	0.13	-0.0021	0.1376	0.05
2	UNLEAD DKN	6000	0.1937	0.07	0.085	0.075	0.1	-0.0021	0.1053	0.05
3	UNLEAD DKN	8000	0.1544	0.07	0.065	0.0575	0.07	-0.0021	0.0838	0.03
4	DIESEL DKN	4000	0.2732	0.1	0.1	0.195	0.13	0.0248	0.1339	0.05
5	DIESEL DKN	6000	0.202	0.07	0.085	0.075	0.1	0.0248	0.1027	0.05
6	DIESEL DKN	8000	0.1607	0.07	0.065	0.0575	0.07	0.0248	0.0819	0.03
7	DIESEL CB	500	1.9357	0.6	0.87	0.6	2.15		2.016	0.55
8	DIESEL CB	1500	0.6687	0.25	0.77	0.3	0.71		0.5265	0.3
9	RD DIESEL SW	3000	0.3527	0.15	0.113	0.175	0.17		0.1828	0.08
10	RD DIESEL SW	4000	0.2732	0.1	0.113	0.195	0.13		0.1282	0.05
11	RD DIESEL SW	6000	0.202	0.07	0.098	0.075	0.1		0.0987	0.025
12	RD DIESEL SW LM	4500	0.247	0.1	0.113	0.155	0.12		0.1282	0.05
13	UNLEAD SF	500	1.9357	0.6	0.83	0.6	1.1		1.0994	0.21
14	UNLEAD SF	1500	0.6687	0.25	0.26	0.3	0.36		0.2973	0.09
15	UNLEAD SF	3000	0.3527	0.15	0.24	0.175	0.17		0.1488	0.04
16	UNLEAD SF	4000	0.2732	0.1	0.23	0.155	0.13		0.1064	0.04
17	UNLEAD DKN	500	1.9357	0.6	0.33	0.6	1.1		1.5369	0.21
18	UNLEAD DKN	1500	0.6687	0.25	0.26	0.3	0.36		0.5323	0.09
19	UNLEAD DKN	3000	0.3527	0.15	0.24	0.175	0.17		0.1974	0.04
20	DIESEL DKN	500	1.9357	0.6	0.33	0.6	1.1		1.4842	0.21
21	DIESEL DKN	1500	0.6687	0.25	0.26	0.3	0.36		0.5147	0.09
22	DIESEL DKN	3000	0.3527	0.15	0.24	0.175	0.17		0.1916	0.04
23	UNLEAD CB	500	1.9357	0.6	0.87	0.6	2.15		2.016	0.55
24	UNLEAD CB	1500	0.6687	0.25	0.77	0.3	0.71		0.5265	0.3
25	UNLEAD CB	3000	0.3527	0.15	0.7	0.175	0.35		0.2507	0.1
26	DIESEL CB	3000	0.3527	0.15	0.7	0.175	0.35		0.2507	0.1
27	RD DIESEL SW TC	500	1.9357	0.6	0.33	0.6	1.1		1.4049	0.21
28	RD DIESEL SW TC	1500	0.6687	0.25	0.26	0.3	0.36		0.3737	0.09
29	RD DIESEL SW LM	500	1.9357	0.25	0.26	0.3	0.36		1.4049	0.09
30	RD DIESEL SW LM	1500	0.6687	0.25	0.26	0.3	0.36		0.3737	0.09
31	RD DIESEL LM	3000	0.3527	0.15	0.24	0.175	0.17		0.1828	0.04
32	DIESEL SF	500	1.9357	0.6	0.33	0.6	1.1		1.1043	0.21
33	DIESEL SF	1500	0.6687	0.25	0.26	0.3	0.36		0.2986	0.09
34	DIESEL SF	2000	0.5107	0.25	0.25	0.25	0.27		0.1494	0.06
35	GEN DIESEL	300	3.2027	0.75	0.37	0.69	2.32		1.2521	0.21
36	GEN DIESEL	1500	0.6687	0.25	0.77	0.3	0.71		2.016	0.35
37	GEN DIESEL	1000	0.9857	0.3	0.35	0.39	0.55	0.0248	1.0994	0.025
38	GEN DIESEL	10000	0.3157	0.07	0.1	0.095	0.08	0.0282	1.0994	0.025
39	GEN DIESEL	3000	3.2027	0.15	0.29	0.175	0.22		1.2521	0.05
40	GEN DIESEL	7000	0.1782	0.07	0.1	0.075	0.08		1.0994	0.025
41	GEN DIESEL	230	4.1658	0.95	0.37	1.5	2.38		1.0994	0.25
42	GEN DIESEL	3000	4.1658	0.15	0.24	0.175	0.17		0.1488	0.05
43	JET FUEL	500		0.6		0.6				0.21
44	GEN DIESEL	500	1.9357	0.6	0.37	0.6	1.1		1.2521	0.21
45	GEN DIESEL	2000	0.5107	0.23	0.26	0.25	0.27		0.2973	0.09
46	GEN DIESEL	1000	0.9857	0.3	0.27	0.39	0.55		0.2973	0.25
47	GEN DIESEL	500	1.9357	0.6	0.37	0.6	1.1		1.2521	0.21
48	GEN DIESEL	1500	0.6687	0.25	0.35	0.3	0.36		0.3355	0.09
49	GEN DIESEL	3000	0.3527	0.15	0.33	0.175	0.17		0.1658	0.05
50	GEN DIESEL	4000	0.2732	0.1	0.27	0.155	0.13		0.1173	0.05

ITB 25-045 MOTOR FUELS			LOWEST PRICE				2ND LOWEST PRICE			
			GEN ENERGY	MOFFITT	SENERGY	ATLANTIC	3LENERGY	CAMPBELL	GRESHAM	BAY OIL
51										
52	GEN DIESEL	500	0.202	0.6	0.37	0.6	1.1		1.2521	0.21
53	GEN DIESEL	1500	1.9357	0.25	0.35	0.3	0.36		0.3355	0.09
54	GEN DIESEL	3000	0.6687	0.15	0.33	0.175	0.17		0.1658	0.05
55	GEN DIESEL	4000	0.3527	0.1	0.27	0.155	0.13		0.1173	0.05
56	GEN DIESEL	6000	0.2732	0.07	0.11	0.075	0.1		0.0911	0.025
57	GEN DIESEL	250.5	0.202	0.95	0.37	1.5	2.18		1.0994	0.21
58	DIESEL DKN	500	3.8357	0.95	0.37	1.5	1.1		1.4842	0.21
59	DIESEL DKN	1000	0.6687	0.55	0.33	0.65	0.55		0.5147	0.09
TOTALS			57.7538	17.74	18.337	21.035	32.52	0.1211	36.0149	7.385

**SPECIAL PROVISIONS**

**INVITATION TO BID**  
**MOTOR FUELS**  
**GALVESTON COUNTY, TEXAS**

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**INVITATION TO BID**  
**MOTOR FUELS**  
**GALVESTON COUNTY, TEXAS**

*The General Provisions and the Special Provisions of this Invitation to Bid and the Exhibits attached hereto are made a part of this agreement between the Parties. In the event of a conflict between the General Provisions and the Special Provisions, the terms of the Special Provisions shall control.*

The Galveston County Purchasing Department utilizes Bonfire Interactive to distribute and receive bids and proposals in an electronic format via an online portal. Potential Bidders must register through the online portal to participate electronically.

“Walk-in” or “mailed-in” proposal submittals are still allowed, however, **Bidders are strongly encouraged to submit their proposals online via Galveston County’s e-Procurement Portal located at <https://galvestoncountytx.bonfirehub.com/>.**

Please see Item D, SUBMISSION INSTRUCTIONS, for further details.

**A. PURPOSE**

The County of Galveston requests bids for the purpose of selecting a vendor or vendors to supply regular unleaded gasoline, unleaded plus (mid-grade) gasoline, and #2 diesel low sulfur fuel for use in Galveston County vehicles and equipment.

Separate awards may be made for Mainland, Galveston Island, and Port Bolivar Peninsula locations, however, this bid in it’s entirety may be awarded to a single vendor, whatever is most advantageous to the County of Galveston.

Bidders must submit examples detailing the method of calculation of excise taxes, delivery fees, etc., of pricing on invoices delivered to the County.

**B. DEFINITIONS (As mentioned in FAR Subpart 52.2 – Text of Provisions and Clauses)**  
**52.202-1 Definitions.**

**Definitions (Nov 2013)**

When a solicitation provision or contract clause uses a word or term that is defined in the Federal Acquisition Regulation (FAR), the word or term has the same meaning as the definition in FAR 2.101 in effect at the time the solicitation was issued, unless—

- (a) The solicitation, or amended solicitation, provides a different definition;
- (b) The contracting parties agree to a different definition;
- (c) The part, subpart, or section of the FAR where the provision or clause is prescribed provides a different meaning;
- or
- (d) The word or term is defined in FAR Part 31, for use in the cost principles and procedures

**C. PROCUREMENT TIMELINE**

A timeline for this solicitation and initial process is included below. Galveston County reserves the right to change these dates and will notify Bidders of any changes:

Advertise Solicitation (first date of publication)	Thursday, April 24, 2025
Advertise Solicitation (second date of publication)	Thursday, May 1, 2025
Questions Deadline	Wednesday, May 7, 2025 by 5:00 PM CST
Submission Deadline / Bid Opening	Thursday, May 22, 2025 at 2:00 PM CST

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Interested parties may attend the Thursday, May 22, 2025 at 2:00 PM CST bid opening virtually by using the following link:

<https://galvestoncountytexas.webex.com/galvestoncountytexas/j.php?MTID=mfb9ab5e8cd8358d63c5834792098590>

Join by meeting number Meeting number (access code): 2503 680 7126

Meeting password: 25-045 (250045 when dialing from a video system)

Tap to join from a mobile device (attendees only)  
+1-415-655-0001,,25036807126## US Toll

Join by phone+1-415-655-0001 US Toll  
Global call-in numbers

Join from a video system or application  
Dial 25036807126@galvestoncountytexas.webex.com

You can also dial 173.243.2.68 and enter your meeting number.

**D. SUBMISSION INSTRUCTIONS**

Galveston County Purchasing Department utilizes Bonfire Interactive to distribute and receive bids and proposals in an electronic format via an online portal. Potential Bidders must register through the online portal to participate electronically. "Walk-in" or "mailed-in" proposal submittals are still allowed, however, **Bidders are strongly encouraged to submit their proposals online via Galveston County's e-Procurement Portal located at <https://galvestoncountytexas.bonfirehub.com/>.**

Registration is currently open and free to the public. Once registered, suppliers will receive automatic email notifications of project opportunities based on the NIGP commodity codes selected by the vendor. Potential Bidders should visit the link below and click on the New Vendor Registration tab to register your business:  
<https://vendorsupport.gobonfire.com/hc/en-us/articles/15646869029783-Vendor-Registration>

There is no cost to register as a vendor.

**INSTRUCTIONS FOR "WALK-IN" SUBMITTALS ONLY**

**IF "WALKING IN" BIDS**, One (1) unbound original and one (1) copies of the requested bid submittals must be submitted no later than **2:00 PM CST**, on **Thursday, May 22, 2025** to:

**Rufus G. Crowder, CPPO CPPB**  
**Purchasing Agent**  
**County of Galveston**  
**722 Moody Avenue (21<sup>st</sup> Street), Fifth (5<sup>th</sup>) Floor**  
**Galveston, TX 77550**

The timestamp clock located in the Purchasing Agent's office shall serve as the official timekeeping piece for this solicitation process. Any Bids received after **2:00 PM CST** on the specified date will be returned unopened.

Specifications can be obtained at the office of the Galveston County Purchasing Agent, located in the Galveston County Courthouse, 722 Moody, (21<sup>st</sup> Street), Floor 5, Purchasing, Galveston, Texas 77550, or by visiting the Galveston County website @ <http://www.galvestoncountytexas.gov/county-offices/purchasing>.

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**GALVESTON COUNTY, TEXAS**

**E. BID SURETY**

A surety/bid bond *is not a requirement* of this solicitation.

**F. PERFORMANCE AND PAYMENT BONDS**

Performance and Payment Bonds *are not requirements* of this solicitation.

**G. BEST AND FINAL OFFERS (BAFO)**

The Best and Final Offer process *is not applicable* to this solicitation.

**H. DAVIS-BACON WAGE RATES**

Davis-Bacon Wage Rates *are not requirements* of this solicitation.

**I. PERSONNEL TO CONTACT**

Bidders desiring an explanation or interpretation relative to this solicitation must request it in writing. Oral explanations or instructions will not be binding. Any information given to a Bidder, which in the opinion of the County affects all Bidders or would be prejudicial to other Bidders if not communicated, shall be furnished to all Bidders as an addendum to the solicitation. Bidders **must** direct all inquiries to the following:

**Rufus G. Crowder, CPPO CPPB**  
**Purchasing Agent**  
**722 21<sup>st</sup> Street (Moody)**  
**Galveston, Texas 77550**  
**e-mail: [purchasing.bids@co.galveston.tx.us](mailto:purchasing.bids@co.galveston.tx.us)**

Bidders must e-mail their requests (with the subject line “**Motor Fuels – ITB 25-045– Questions**”) for additional information and/or clarification to the address listed above. The request must include the Bidder’s name and the solicitation number and title.

***Any request for additional information or clarification must be received in writing no later than ten (10) calendar days prior to the solicitation due date.*** Late requests or those not delivered to the proper address may not receive a reply. Bidders shall not attempt to contact the County by any other means. The Purchasing Agent shall post the answers on the County website from the procurement web page and via addendum.

The County will issue responses to inquiries and any other corrections or amendments, it deems necessary, in the form of a written addendum, issued prior to the solicitation Submission Deadline / Solicitation Opening date. The County, at its sole discretion, may not issue a response to an RFI submittal. Bidders should not rely on any oral or written representations, statements, or explanations, other than those made in this solicitation or in any written addendum to this solicitation. Where there appears to be conflict between the solicitation and any issued addenda, the last addendum issued will prevail.

Addenda will be posted and made available on the County’s procurement web page. **It is the Bidder’s sole responsibility to ensure receipt of all addenda prior to submitting its response.**

All Bidders should check the County’s procurement web page for all addenda prior to submitting a response.

The County’s procurement web page is located at <http://www.galvestoncountytexas.gov/county-offices/purchasing>



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Bidders who submit inquiries *after* the deadline date for receipt of questions indicated on the Procurement Timeline, risk that its response in the procurement will not be responsive or competitive because the County is not able to respond before the solicitation receipt date or in sufficient time for the Bidder to prepare a responsive or competitive submittal.

All questions and responses as posted on the County website pertaining to this solicitation are considered an addendum to, and part of, this solicitation. Each Bidder shall be responsible to monitor the County website for new or revised solicitation information. The County shall not be bound by any verbal information, nor shall it be bound by any written information that is not either contained within the solicitation or formally issued as an addendum by the Purchasing Agent.

**J. PROGRAM ADMINISTRATION & CONTRACT MANAGEMENT**

The Program Administrator/Contract Manager that will manage the work to be performed under the resultant contract for the purpose of this solicitation is:

**Elizabeth Bryant**  
**Fleet Administrative Manager**  
**5115 Highway 3**  
**Dickinson, TX 77539**

And

**John Marshall**  
**Mosquito Control Director**  
**5115 Hwy 3**  
**Dickinson, TX 77539**

The Galveston County Commissioners' Court, and/or authorized designees will be responsible for negotiating with the successful Vendor the scope of work, the standards of performance, the specific technology provided, and the support services required for the proposed projects. All contractual amendments will be processed in accordance with Galveston County Purchasing Policies. Amendments will also be brought to Galveston County Commissioners Court for approval as deemed necessary. The approval process serves to ensure the project technology and/or service is within the scope of the resultant contract, that pricing meets the agreed-upon pricing methodology as specified in the contract, and that funds are available.

**K. REQUIREMENTS OF INVITATION TO BID**

Bidder shall provide one (1) unbound single-sided original and one (1) single sided hard copies of its response, to the Purchasing Agent on or before the submission deadline specified herein. Font size no smaller than font size 11. Except that organizational charts, other graphics, and footers may be as small as font size 9.

Bidders shall clearly indicate which project or projects are being submitted for consideration in their cover letter.

**L. INSURANCE**

Bidder must submit, with its response, a current certificate of insurance evidencing coverage in the amounts specified below or greater. In lieu of submitting a certificate of insurance, Bidders may submit a notarized statement from an insurance company authorized to conduct business in the State of Texas guaranteeing that Bidder has such insurance. Provided however, that successful Bidder(s) shall be required to provide a current certificate of insurance to the Galveston County Purchasing Agent's Office before Bidder commences any work hereunder. **Insurance shall be**

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placed with insurers having an A.M. Best's rating of no less than A. Such insurance must be issued by a casualty company authorized to do business in the State of Texas and in standard form approved by the Board of Insurance Commissioners of the State of Texas, with coverage provisions ensuring the public from loss or damage that may arise to any person or property by reason of services rendered by Contractor.

**Galveston County shall be listed as an additional insured on each policy and all certificates of insurance and Contractor shall provide Galveston County with no less than thirty (30) calendar days prior notice of any changes to the policy during the contractual period.**

Certificates of Insurance, fully executed by a licensed representative of the insurance company written or countersigned by an authorized Texas state agency, shall be filed with the County Purchasing Agent within ten (10) calendar days of the execution of this Agreement as written proof of such insurance and further provided that Contractor shall not commence work under this Agreement until Contractor has obtained all insurance required herein, provided written proof as required herein, and received written notice to proceed issued from the County Purchasing Agent. **Failure to provide such evidence of insurance within the ten (10) calendar day period shall constitute an event of default.**

Workers' Compensation Insurance. Bidder shall carry in full force Workers' Compensation Insurance Policy(ies), if there is more than one employee, for all its employees, including but not limited to full time, part time, and emergency employees employed by the Contractor.

Commercial General Liability. Bidder shall carry in full force commercial general liability insurance with a limit of not less than \$1,000,000 each occurrence and \$2,000,000 in the aggregate. The Policy shall, minimally, cover liability for bodily injury, personal injury, and property damage.

Business Automobile Liability. Bidder shall carry in full force business automobile liability coverage with a combined bodily injury/property damage limit of not less than \$1,000,000 each accident. The policy shall cover liability arising from the operation of licensed vehicles by policyholder.

**Subrogation Waiver.** Contractor and Contractor's insurance carrier shall waive any and all rights to subrogation against Galveston County in regard to any suit or claim arising out of personal injury or property damage resulting from Contractor's performance under this Agreement.

**M. DELIVERY AUTHORIZATION**

The ordering department will furnish vendor with a valid Galveston County Purchasing Order Number at the time the order is placed. Under no circumstances will the vendor accept an order for delivery to location other than those on the attached bid sheets unless otherwise approved by the Galveston County Purchasing Agent.

**N. PRICES FOR LOCATIONS OTHER THAN PORT BOLIVAR AND CRYSTAL BEACH**

Bidders are required to bid a price differential above or below the average PAD 3 report for Houston, Texas; published by the Oil Price Information Services (OPIS). The bidder shall use the average price for regular, unleaded gasoline, unleaded plus (mid-grade) gasoline and #2 diesel fuel low sulfur from the first listing of each calendar week. Adding or subtracting the bidder's price differential to the PAD 3 average BTM rack average price should establish a fixed price to be in effect from Wednesday to the following Tuesday of each week.

The successful bidder shall submit weekly a letter and/or Oil Price Information Service (OPIS) information to be received prior to Wednesday of each week that includes PAD 3 prices as stated above. This information should be directed to the Purchasing Order.

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**GALVESTON COUNTY, TEXAS**

**O. PRICES FOR PORT BOLIVAR AND CRYSTAL BEACH**

Bidders are required to bid a price differential above or below the rack price per gallon on date or order for regular unleaded gasoline, (mid-grade) gasoline, or #2 diesel fuel low sulfur. Successful bidder will show rack price on all invoices for fuel delivered to the County.

**P. TAXES**

Galveston County does not pay federal tax on gasoline. Vendor shall furnish any exemption certificates needed for Government records.

**Q. SPECIFICATION**

All unleaded fuels shall be produced in accordance with the "ASTM" Standard #D 439 including latest revision, as is applicable to the Galveston County Region. Regular unleaded gasoline shall have a minimum octane rating of 87 based on a formula where the research octane number (RON) and the motor octane number (MON) are added, then divided by 2. Unleaded plus (mid-grade) gasoline shall have a minimum octane rating of 89 using R+M divided by 2. Diesel fuel shall conform to the attached specifications for #2 diesel low sulfur.

Since much of the fuel covered by the resultant contract will be used by Law Enforcement and Emergency response vehicles, the vendor must guarantee to honor all orders placed by the County within the scope of this bid.

**R. DIESEL FUEL PROPERTIES**

Supplied diesel fuel must be a fuel oil suitable for use in diesel internal combustion engines, in trucks, tractors, dozers, cranes, graders, shovels, and similar equipment. The diesel fuel must be a completely distilled mineral oil meeting the requirements as listed herein. The diesel fuel must be low sulfur.

The diesel fuel shall conform to the requirements specified herein when tested in accordance with ASTM-975. The physical properties are as stated on attachment "A".

Vendors responding to this solicitation shall perform their own in-depth research prior to submitting bids for the requested items. Galveston County assumes no responsibility for the documentation submitted and is found in error.

**JET A – Aviation Fuel:**

Successful vendor is required to furnish JET A aviation fuel to authorized Galveston County end user departments. JET A fuel shall conform to and meet the standards as specified by ASTM Standards ASTM D1655-07 - Standard Specification for Aviation Turbine Fuels.

ASTM International, formerly known as the American Society for Testing and Materials (ASTM), is a globally recognized leader in the development and delivery of international voluntary consensus standards.

This specification defines specific types of aviation turbine fuel for civil use in the operation and certification of aircraft and describes fuels found satisfactory for the operation of aircraft and engines. The specification can be used as a standard in describing the quality of aviation turbine fuels from the refinery to the aircraft.

This specification does not include all fuels satisfactory for aviation turbine engines. Certain equipment or conditions of use may permit a wider, or require a narrower, range of characteristics than is shown by this specification.

The fuels shall be sampled and tested appropriately to examine their conformance to detailed requirements as to composition, volatility, fluidity, combustion, corrosion, thermal stability, contaminants, and additives.

**SPECIAL PROVISIONS**  
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**MOTOR FUELS**  
**GALVESTON COUNTY, TEXAS**

Jet A is a similar kerosene type of fuel, produced to an ASTM specification and normally only available in the U.S.A. It has the same flash point as Jet A-1 but a higher freeze point maximum (-40°C). It is supplied against the ASTM D1655 (Jet A) specification.

Successful vendor shall supply JET A Aviation fuel per the following instructions:

- Provide at no cost to the County, 2000 gallons of portable stainless steel storage tanks; preferably in four (4) five hundred (500) gallon storage tanks;
- Minimum delivery quantity of 500 gallons;
- Delivery within 48 hours of placement of order;
- Ability to add fuel additive Prist\* high flash, anti-icing aviation fuel additive as needed.

*Excerpt from <http://www.pristaerospace.com/index.html>*

*All turbine aircraft fuels contain some dissolved water. It cannot be extracted because it does not exist as particulate water. When an aircraft rises to flight altitude, the fuel cools and its capacity to retain dissolved water is reduced. Some of the dissolved water separates out as discrete water that can form into ice crystals or remain as a super-cooled liquid. When super-cooled water strikes a tubing bend or a filter, it can freeze quickly and block a fuel line or filter. If suspended ice crystals are present, they can also block a filter.*

*\*Prist Hi-Flash anti-icing aviation fuel additive is authorized by the United States Armed Forces under Military Specification Mil-DTL-85470(B), and by the ASTM under Standard D4171 for use in civilian jet fuels as a fuel system icing inhibitor. As part of its ASTM approval process, the formulation of Prist Hi-Flash additive was reviewed and approved by turbine engine and turbine aircraft airframe manufacturers worldwide.*

*Prist Hi-Flash additive is recommended for every refueling at a dosage rate of .10% minimum to .15% maximum by volume.*

*Prist Hi-Flash additive has limited solubility in jet fuel, but is completely soluble in water. When dissolved water separates from the fuel, some amount of Prist Hi-Flash additive quickly leaves the fuel and preferentially dissolves in the water. This depresses the water's freezing point. As the fuel gets colder, and more water particles appear, more Prist Hi-Flash additive leaves the fuel and enters the water, and your aircraft's fuel lines stay clear.*

**S. AUDITING & BOOKKEEPING**

Successful contractor shall provide the County of Galveston a line item report of quantities and expenditures on a monthly basis or at any time during the term of this contract for materials, commodities, or services rendered as requested by the Galveston County Purchasing Agent.

Successful contractor shall keep full, complete, and proper books, records, and accounts of all gross receipts, both for cash and on credit, of each separate activity. Said books, records, and accounts that may be required by any government or governmental agency, shall at all reasonable times be open to inspection by the County or its authorized representatives or agents.

**SPECIAL PROVISIONS**

**INVITATION TO BID**  
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**T. INVOICES**

Invoices must be itemized indicating all materials and supplies used. Invoices must be submitted to:

**Galveston County Auditor's Office**  
**Attn: Accounts Payable**  
**P.O. Box 1418**  
**Galveston, Texas 77553**

Failure to submit invoices to the above address or failure to include the Purchase Order Number will result in delay in payment.

**Contractor must accept purchase order numbers for specified supplies, equipment, and/or services. Contractor shall not perform any work or release any supplies and/or equipment to any authorized representative of the County of Galveston unless a valid purchase order number issued by the office of the Galveston County Purchasing Agent accompanies the order or if vendor can comply with the provision as stated in the General Provisions, page 3, item 11, Procurement Card Program.**  
**Payment for any items issued without prior receipt of a valid purchase order number may become the sole responsibility of the successful contractor.**

**U. EXCEPTIONS**

**Any exceptions to Bid conditions should be listed on a separated sheet of paper, attached to Bid submittals and submitted with Bid at the specified date and time of Bid opening.**

*End of Special Provisions Section*

**SPECIAL PROVISIONS**  
**INVITATION TO BID**  
**MOTOR FUELS**  
**GALVESTON COUNTY, TEXAS**

**V. REQUIRED DOCUMENTS CHECKLIST**

By signing here, the firm does hereby attest that it has fully read the instructions, conditions, and general and special provisions and understands them. **Proposer shall return this checklist with completed submittal.**

THE COMPANY OF: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

The following documents shall be returned or confirmed with an "X" with solicitation submittals. Failure to do so may be ample cause for rejection of submittal and deemed as non-responsive. It is the responsibility of the Bidder to ensure that Bidder has received all addenda.

**Items:**

**Confirmed (X):**

- |   |                                     |
|---|-------------------------------------|
| 1. Required Documents Checklist (this page)   | _____                               |
| 2. Addenda Acknowledgement (if any)   | #1 _____ #2 _____ #3 _____ #4 _____ |
| 3. One (1) original, one (1) copies of submittal (if bid is "walked in")            | _____                               |
| 4. ATTACHMENT A - Vendor Qualification Packet                                       | _____                               |
| 5. ATTACHMENT B - Certification Reg. Debarment, Suspension, and Other Ineligibility | _____                               |
| 6. ATTACHMENT C - Certification Regarding Lobbying Form                             | _____                               |
| 7. ATTACHMENT D - Non-Collusion Affidavit   | _____                               |
| 8. ATTACHMENT E - Prohibition on Contracts with Companies Boycotting Israel         | _____                               |
| 9. ATTACHMENT F - Prohibition on Contracts with Certain Companies                   | _____                               |
| 10. ATTACHMENT G - Information for Notice   | _____                               |
| 11. ATTACHMENT H - References   | _____                               |
| 12. Three (3) signed contracts (attached)   | _____                               |
| 13. Line-Item Detail Sheet (attached)   | _____                               |

Person to contact regarding this qualification: \_\_\_\_\_

Title: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Name of person authorized to bid the Firm: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail address: \_\_\_\_\_

**GALVESTON COUNTY**  
**LINE ITEM DETAIL SHEET**  
**MOTOR FUELS**

	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	EXTENDED PRICE
1	UNLEADED GASOLINE DELIVERED TO ROAD & BRIDGE DEPARTMENT, 5115 HWY 3, DICKINSON, TX 77539 3001-4000	4000	GL		
2	UNLEADED GASOLINE DELIVERED TO ROAD AND BRIDGE DEPARTMENT, 5115 HWY 3, DICKINSON, TX 77539 4001-6000	6000	GL		
3	UNLEADED GASOLINE DELIVERED TO ROAD AND BRIDGE DEPARTMENT, 5115 HWY 3, DICKINSON, TX 77539 6001-8000	8000	GL		
4	#2 DIESEL FUEL LOW SULFUR DELIVERED TO ROAD & BRIDGE DEPARTMENT, 5115 HWY 3, DICKINSON, TX 77539 3001-4000	4000	GL		
5	#2 DIESEL FUEL LOW SULFUR DELIVERED TO ROAD & BRIDGE DEPARTMENT, 5115 HWY 3, DICKINSON, TX 77539 4001-6000	6000	GL		
6	#2 DIESEL FUEL LOW SULFUR DELIVERED TO ROAD & BRIDGE DEPARTMENT, 5115 HWY 3, DICKINSON, TX 77539 6001-8000	8000	GL		

**GALVESTON COUNTY**  
**LINE ITEM DETAIL SHEET**  
**MOTOR FUELS**

	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	EXTENDED PRICE
7	#2 DIESEL FUEL LOW SULFUR (CLEAR) DELIVERED TO ROAD & BRIDGE DEPARTMENT, 920 NOBLE CARL RD, CRYSTAL BEACH, TX 77650 0-500 GALLON DELIVERY	500	GL		
8	#2 DIESEL FUEL LOW SULFUR (CLEAR) DELIVERED TO ROAD & BRIDGE DEPARTMENT, 920 NOBLE CARL RD, CRYSTAL BEACH, TX 77650 501-1500 GALLON DELIVERY	1500	GL		
9	RED-DYED DIESEL (OFF ROAD) DELIVERED TO SEAWALL OPERATIONS & MAINTENANCE DEPARTMENT, 2601 LOOP 197 S, TEXAS CITY, TX 77590 1501-3000 GALLON DELIVERY	3000	GL		
10	RED-DYED DIESEL (OFF ROAD) DELIVERED TO SEAWALL OPERATIONS & MAINTENANCE DEPARTMENT, 2601 LOOP 197 S, TEXAS CITY, TX 77590 3001-4000 GALLON DELIVERY	4000	GL		
11	RED-DYED DIESEL (OFF ROAD) DELIVERED TO SEAWALL OPERATIONS & MAINTENANCE DEPARTMENT, 2601 LOOP 197 S, TEXAS CITY, TX 77590 4001-6000 GALLON DELIVERY	6000	GL		



**GALVESTON COUNTY  
 LINE ITEM DETAIL SHEET  
 MOTOR FUELS**

	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	EXTENDED PRICE
12	RED-DYED DIESEL (OFF ROAD) SULFUR DELIVERED TO 1100 LEVY ROAD, LA MARQUE, TX 77568 4000 GALLON DELIVERY 3001-4500 GALLON	4500	GL		
13	UNLEADED GASOLINE DELIVERED TO WEST COUNTY SERVICE CENTER, 5101 AVE H, SANTA FE, TX 77510 0-500	500	GL		
14	UNLEADED GASOLINE DELIVERED TO WEST COUNTY SERVICE CENTER, 5101 AVE H, SANTA FE, TX 77510 501-1500	1500	GL		
15	UNLEADED GASOLINE DELIVERED TO WEST COUNTY SERVICE CENTER, 5101 AVE H, SANTA FE, TX 77510 1501-3000	3000	GL		
16	UNLEADED GASOLINE DELIVERED TO WEST COUNTY SERVICE CENTER, 5101 AVE H, SANTA FE, TX 77510 3001-4000	4000	GL		
17	UNLEADED GASOLINE DELIVERED TO ROAD & BRIDGE DEPARTMENT, 5115 HWY 3, DICKINSON, TX 77539 0-500	500	GL		

**GALVESTON COUNTY**  
**LINE ITEM DETAIL SHEET**  
**MOTOR FUELS**

	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	EXTENDED PRICE
18	UNLEADED GASOLINE DELIVERED TO ROAD & BRIDGE DEPARTMENT, 5115 HWY 3, DICKINSON, TX 77539 501-1500	1500	GL		
19	UNLEADED GASOLINE DELIVERED TO ROAD & BRIDGE DEPARTMENT, 5115 HWY 3, DICKINSON, TX 77539 1501-3000	3000	GL		
20	#2 DIESEL FUEL LOW SULFUR DELIVERED TO ROAD & BRIDGE DEPARTMENT, 5115 HWY 3, DICKINSON, TX 77539 0-500	500	GL		
21	#2 DIESEL FUEL LOW SULFUR DELIVERED TO ROAD & BRIDGE DEPARTMENT, 5115 HWY 3, DICKINSON, TX 77539 501-1500	1500	GL		
22	#2 DIESEL FUEL LOW SULFUR DELIVERED TO ROAD & BRIDGE DEPARTMENT, 5115 HWY 3, DICKINSON, TX 77539 1501-3000	3000	GL		
23	UNLEADED GASOLINE DELIVERED TO ROAD & BRIDGE DEPARTMENT, 920 NOBLE CARL RD, CRYSTAL BEACH, TX 77650 0-500 DELIVERY	500	GL		

**GALVESTON COUNTY**  
**LINE ITEM DETAIL SHEET**  
**MOTOR FUELS**

	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	EXTENDED PRICE
24	UNLEADED GASOLINE DELIVERED TO ROAD & BRIDGE DEPARTMENT, 920 NOBLE CARL RD, CRYSTAL BEACH, TX 77650 501-1500 DELIVERY	1500	GL		
25	UNLEADED GASOLINE DELIVERED TO ROAD & BRIDGE DEPARTMENT, 920 NOBLE CARL RD, CRYSTAL BEACH, TX 77650 1501-3000 DELIVERY	3000	GL		
26	#2 DIESEL FUEL LOW SULFUR DELIVERED TO ROAD & BRIDGE DEPARTMENT, 920 NOBLE CARL RD, CRYSTAL BEACH, TX 77650 1501-3000 GALLON DELIVERY	3000	GL		
27	RED-DYED DIESEL (OFF ROAD) DELIVERED TO SEAWALL OPERATIONS & MAINTENANCE DEPARTMENT, 2601 LOOP 197 S, TEXAS CITY, TX 77590 0-500 GALLON DELIVERY	500	GL		
28	RED-DYED DIESEL (OFF ROAD) DELIVERED TO SEAWALL OPERATIONS & MAINTENANCE DEPARTMENT, 2601 LOOP 197 S, TEXAS CITY, TX 77590 501-1500 GALLON DELIVERY	1500	GL		
29	RED-DYED DIESEL (OFF ROAD) DELIVERED TO 1100 LEVY ROAD, LA MARQUE, TX 77568 0-500 GALLON DELIVERY	1500	GL		

**GALVESTON COUNTY**  
**LINE ITEM DETAIL SHEET**  
**MOTOR FUELS**

	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	EXTENDED PRICE
30	RED-DYED DIESEL (OFF ROAD) DELIVERED TO 1100 LEVY ROAD, LA MARQUE, TX 77568 501-1500 GALLON DELIVERY	1500	GL		
31	RED-DYED DIESEL (OFF ROAD) DELIVERED TO 1100 LEVY ROAD, LA MARQUE, TX 77568 1501-3000 GALLON DELIVERY	3000	GL		
32	#2 DIESEL FUEL LOW SULFUR DELIVERED TO WEST COUNTY SERVICE CENTER, 5101 AVE H, SANTA FE, TX 77510 0-500	500	GL		
33	#2 DIESEL FUEL LOW SULFUR DELIVERED TO WEST COUNTY SERVICE CENTER, 5101 AVE H, SANTA FE, TX 77510 501-1500	1500	GL		
34	#2 DIESEL FUEL LOW SULFUR DELIVERED TO WEST COUNTY SERVICE CENTER, 5101 AVE H, SANTA FE, TX 77510 1501-2000	2000	GL		
35	HIGH SULFUR DIESEL DELIVERED TO GALVESTON COUNTY COURTHOUSE, 722 MOODY CENTRAL PLANT, GALVESTON, TX 77550 0-300	300	GL		
36	HIGH SULFUR DIESEL DELIVERED TO 920 NOBLE CARL RD, CRYSTAL BEACH, TX 77650 0-1500	1500	GL		

**GALVESTON COUNTY**  
**LINE ITEM DETAIL SHEET**  
**MOTOR FUELS**

	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	EXTENDED PRICE
37	#2 LOW SULFUR DIESEL DELIVERED TO JUSTICE CENTER PLANT, 5900 AVE H, GALVESTON, TX 77551 0-10,000	1000	GL		
38	HIGH SULFUR DELIVERED TO JUSTICE CENTER CENTRAL PLANT, 5900 AVE H, GALVESTON, TX 77551 0-10,000 GALLON DELIVERY	10000	GL		
39	#2 LOW SULFUR DIESEL DELIVERED TO GALVESTON COUNTY COURTHOUSE CENTRAL PLANT, 722 MOODY, GALVESTON, TX 77551 0-3000	3000	GL		
40	#2 LOW SULFUR DIESEL DELIVERED TO EMERGENCY MANAGEMENT FACILITY, 1353 FM 646, DICKINSON, TX 77539 0-7000	7000	GL		
41	#2 LOW SULFUR DIESEL DELIVERED TO JUVENILE DETENTION CENTER, 6101 ATTWATER AVE, DICKINSON, TX 77539 0-230 GALLON DELIVERY	230	GL		
42	#2 LOW SULFUR DIESEL DELIVERED A.C.T.F., 1620 GILL RD, DICKINSON, TX 77539	3000	GL		
43	JET A AVIATION FUEL	500	GL		

**GALVESTON COUNTY**  
**LINE ITEM DETAIL SHEET**  
**MOTOR FUELS**

	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	EXTENDED PRICE
	#2 LOW SULFUR DIESEL DELIVERED TO FIRE STATION #5, 5728 BALL ST, GALVESTON, TX 77551				
44	0-500 GALLON DELIVERY	500	GL		
	#2 LOW SULFUR DIESEL DELIVERED TO MID COUNTY ANNEX, 9850 EMMETT F. LOWRY, TEXAS CITY, TX 77590				
45	0-2000 GALLON DELIVERY	2000	GL		
	#2 LOW SULFUR DIESEL DELIVERED TO ANIMAL RESOURCE CENTER, 3451 LOOP 197 NORTH, TEXAS CITY, TX 77590				
46	0-1000	1000	GL		
	#2 LOW SULFUR DIESEL DELIVERED TO GALVESTON COUNTY JAIL, 5700 AVE H, GALVESTON, TX 77550				
47	0-500 GALLON DELIVERY	500	GL		
	#2 LOW SULFUR DIESEL DELIVERED TO GALVESTON COUNTY JAIL, 5700 AVE H, GALVESTON, TX 77550				
48	501-1500	1500	GL		
	#2 LOW SULFUR DIESEL DELIVERED TO GALVESTON COUNTY JAIL, 5700 AVE H, GALVESTON, TX 77550				
49	1501-3000 GALLON DELIVERY	3000	GL		

**GALVESTON COUNTY**  
**LINE ITEM DETAIL SHEET**  
**MOTOR FUELS**

	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	EXTENDED PRICE
	#2 LOW SULFUR DIESEL DELIVERED TO GALVESTON COUNTY JAIL, 5700 AVE H, GALVESTON, TX 77550	4000	GL		
50	3001-4000+ GALLON DELIVERY	6000	GL		
51					
	#2 LOW SULFUR DIESEL DELIVERED TO JOE MAX TAYLOR LAW ENFORCEMENT FACILITY, 601 54TH STREET, GALVESTON, TX 77550	500	GL		
52	501-1500 GALLON DELIVERY				
	#2 LOW SULFUR DIESEL DELIVERED TO JOE MAX TAYLOR LAW ENFORCEMENT FACILITY, 601 54TH STREET, GALVESTON, TX 77550	1500	GL		
53	501-1500 GALLON DELIVERY				
	#2 LOW SULFUR DIESEL DELIVERED TO JOE MAX TAYLOR LAW ENFORCEMENT FACILITY, 601 54TH STREET, GALVESTON, TX 77550	3000	GL		
54	1501-3000 GALLON DELIVERY				
	#2 LOW SULFUR DIESEL DELIVERED TO JOE MAX TAYLOR LAW ENFORCEMENT FACILITY, 601 54TH STREET, GALVESTON, TX 77550	4000	GL		
55	3001-4000+ GALLON DELIVERY				
	#2 LOW SULFUR DIESEL DELIVERED TO JOE MAX TAYLOR LAW ENFORCEMENT FACILITY, 601 54TH STREET, GALVESTON, TX 77550	6000	GL		
56	6000+ GALLON DELIVERY				

**GALVESTON COUNTY**  
**LINE ITEM DETAIL SHEET**  
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	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	EXTENDED PRICE
57	#2 LOW SULFUR DIESEL DELIVERED TO MEDICAL EXAMINER'S OFFICE, 1205 OAD ST., LA MARQUE, TX 77568 250-500	250.5	GL		
58	#2 ULTRA-LOW SULFUR DIESEL DELIVERED TO ROAD & BRIDGE DEPARTMENT, 5115 HWY 3, DICKINSON, TX 77539 250-500	250-500	GL		
59	#2 ULTRA-LOW SULFUR DIESEL DELIVERED TO ROAD & BRIDGE DEPARTMENT 5115 HWY 3, DICKINSON, TX 77539 501-1000	501-1000	GL		
<b>TOTAL</b>					