



**THE COUNTY OF GALVESTON**

**FRANK RODRIGUEZ**  
PURCHASING AGENT

**ASHLEY CLARK**  
ASST. PURCHASING AGENT

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

April 13, 2026

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

**Re:** ITB 25-047, Motor Oils, Fluids & Greases  
Contract #CM219150

Gentlemen,

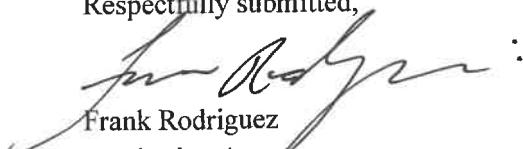
The contract associated with ITB 25-047, Motor Oils, Fluids & Greases, is scheduled for its first extension on June 27, 2026. The contracted vendor is Bay Oil Company.

No amendments to the contracts have been requested at this time.

It is requested that you authorize an extension on these contracts.

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,

  
Frank Rodriguez  
Purchasing Agent  
County of Galveston



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Wednesday, March 18, 2026

BAY OIL COMPANY  
PO BOX 1367  
DICKINSON, TX 77539

Sent via email to: [jackboc@gmail.com](mailto:jackboc@gmail.com)

Subject: Award Term Notice of Renewal  
RE: Contract # 219150/ Bid # 25-047  
Motor Oils, Fluids & Greases

Dear Sir,

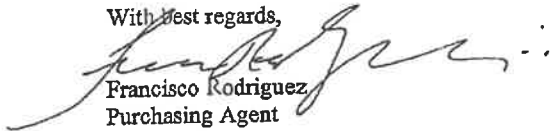
Pursuant to Contract No. 219150, Section 6 – Initial Term and Options to Renew, this letter serves as your official Notice of Renewal. The County of Galveston hereby confirms that your agreement has been automatically renewed for one (1) successive one-year term under the same terms, conditions, and pricing provisions.

The revised contract expiration date is now June 26, 2027.

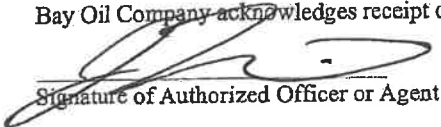
Should you have any questions or require clarification regarding this renewal, please contact Elmi Perez at [Elmi.Perez@galvestoncountytexas.gov](mailto:Elmi.Perez@galvestoncountytexas.gov).

We value your continued partnership and look forward to another year of productive collaboration in service to Galveston County.

With best regards,

  
Francisco Rodriguez  
Purchasing Agent  
County of Galveston

Bay Oil Company acknowledges receipt of the above-referenced Renewal under the same terms and conditions.

  
Signature of Authorized Officer or Agent

  
Title

  
Name

  
Date