



THE COUNTY OF GALVESTON

RUFUS G. CROWDER, CPPO CPPB
PURCHASING AGENT

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

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

March 20, 2025

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

RE: ITB #B242020, Permethrin 31% & 66% Piperonyl Butoxide

Gentlemen,

The contract associated with ITB 242020, Permethrin 31% & 66% Piperonyl Butoxide, is scheduled for its first extension on July 22, 2025. The contracted vendor for this service is Rentokil North America, Inc. dba Target Specialty Products.

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

It is requested that you authorize an extension on this contract.

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,

A handwritten signature in black ink, reading "Rufus G. Crowder" with a small "rd" superscript at the end.

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
Galveston County

Dickey, Tammy

From: Fleming, Melissa
Sent: Thursday, March 20, 2025 12:49 PM
To: Dickey, Tammy
Subject: FW: B242020 - Permethrin 31% & 66% Piperonyl Butoxide - CM24186
Attachments: B242020 -Permethrin 31% & 66% Piperonyl Butoxide Renewal Signed.pdf

Hi Tammy,

This is for B242020 - Permethrin 31% & 66% Piperonyl Butoxide.

Sincerely,
Melissa Fleming
Contract Administrator
Galveston County Purchasing Department
Galveston County Courthouse
722 21st. Street, 5th Floor
Galveston, Texas 77550
Office: (409) 770-5375
Fax: (409) 765-3106
e-mail: melissa.fleming@galvestoncountytexas.gov



Principles and Practices of Public Procurement
Accountability, Ethics, Impartiality, Professionalism, Service, Transparency

From: Marshall, John <John.Marshall@co.galveston.tx.us>
Sent: Tuesday, March 11, 2025 10:19 AM
To: Fleming, Melissa <Melissa.Fleming@galvestoncountytexas.gov>
Cc: Billiot, Haley <Haley.Billiot@galvestoncountytexas.gov>
Subject: Re: B242020 - Permethrin 31% & 66% Piperonyl Butoxide - CM24186

Please offer extension. Thanks John

Get [Outlook for iOS](#)

From: Fleming, Melissa <Melissa.Fleming@galvestoncountytexas.gov>
Sent: Tuesday, March 11, 2025 9:22:37 AM
To: Marshall, John <John.Marshall@co.galveston.tx.us>
Cc: Billiot, Haley <Haley.Billiot@galvestoncountytexas.gov>
Subject: B242020 - Permethrin 31% & 66% Piperonyl Butoxide - CM24186

Hello,

The contract for Permethrin 31% & 66% Piperonyl Butoxide will reach the end of the 1st term on 07/21/2025. Please advise if you wish to offer the first extension until 07/22/2026.



THE COUNTY OF GALVESTON

RUFUS CROWDER, CPPO CPPB
PURCHASING AGENT

ERIN QUIROGA, MBA, CPPB
ASSISTANT PURCHASING AGENT

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

Thursday, March 20, 2025

Rentonkil North America Inc
DBA Target Specialty Products
1225 N. POST OAK ROAD
HOUSTON, TX 77055

RE: SOLICITATION NAME: Permethrin 31% & 66% Piperonyl Butoxide
Contract # CM24186 / Bid # B242020

Good day,

The resultant contract listed below is eligible for the first extension period and requires a response from your company to initiate the next contractual period.

- Contract Number: CM24186
- Bid Number: B242020
- Solicitation Name: Permethrin 31% & 66% Piperonyl Butoxide
- Extension Period: 07/22/2025 – 07/21/2026

This signed letter is required by the County to be completed and returned to the Galveston County Purchasing Agent prior to any contract extension request to be placed on the Commissioners' Court agenda for consideration. This contract extension is subject to these requirements.

Please contact the Purchasing Department with any questions regarding this matter including the proposed date that this item may be placed on the Commissioners' Court agenda. Your attendance is not required.

Sincerely,
Melissa Fleming
Contract Administrator
Galveston County

A handwritten signature in cursive script, appearing to read "Mike Nichols".

ACCEPTED BY (signature) **Mike Nichols**

DATE **03/20/2025**

National Vector Sales Manager
TITLE

SPECIAL PROVISIONS

**INVITATION TO BID
PERMETHRIN 31% & 66% PIPERONYL BUTOXIDE
GALVESTON COUNTY, TEXAS**

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INVITATION TO BID PERMETHRIN 31% & 66% PIPERONYL BUTOXIDE 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 bids online via Galveston County's e-Procurement Portal located at <https://galvestoncountytx.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://galvestoncountytx.bonfirehub.com/portal/?tab=login>

There is no cost to register as a vendor. For more detailed clarification and information on how to register and submit your bids and proposals through Bonfire, click on the video link below:

Submission Video: <https://support.gobonfire.com/hc/en-us/articles/203903356-Vendor-Registration-and-Submission->

A. PURPOSE

The County of Galveston is seeking a vendor to supply Permethrin 31% & 66% Piperonyl Butoxide for use by the Galveston County Mosquito Control Department.

B. EXCEPTIONS TO BID CONDITIONS

The Bidder will list on a separate sheet of paper any exceptions to the conditions of this Invitation to Bid. This sheet will be labeled, "Exceptions to Bid Conditions", and will be attached to the Bid submittal.

If no exceptions are stated, **it will be understood that all general and special conditions will be complied with, without exception.**

The Bidder must specify in its Bid any alternatives it wishes to propose for consideration by the County. Each alternative should be sufficiently described and labeled within the Bid and should indicate its possible or actual advantage to the program being offered.

The County reserves the right to offer these alternatives to other Bidders.

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)
Advertise Solicitation (second date of publication)
Questions Deadline
Submission Deadline / Bid Opening

Thursday, May 2, 2024
Thursday, May 9, 2024
Wednesday, May 15, 2024 by 5:00 PM
Thursday, May 30, 2024 at 2:00 PM

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INVITATION TO BID PERMETHRIN 31% & 66% PIPERONYL BUTOXIDE GALVESTON COUNTY, TEXAS

Interested parties may attend the Thursday, May 30, 2024, 2:00 PM bid opening virtually by using the following link:

Join from the meeting link

<https://galvestoncountytx.webex.com/galvestoncountytx/j.php?MTID=m02f715cceb1b3a8f71d48e8824f2aed>

Join by meeting number

Meeting number (access code): 2482 142 6828

Meeting password: B242020 (2242020 from video systems)

Tap to join from a mobile device (attendees only)
+1-415-655-0001,,24821426828## US Toll

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

Join from a video system or application
Dial 24821426828@galvestoncountytx.webex.com

You can also dial 173.243.2.68 and enter your meeting number.

D. SUBMISSION INSTRUCTIONS – (Walk-in Submittals Only)

One (1) unbound original and two (2) copies of the requested bid submittals must be submitted no later than **2:00 PM CST**, on Thursday, May 30, 2024 to:

Rufus G. Crowder, CPPO CPPB
Purchasing Agent
County of Galveston
722 Moody Avenue (21st Street), Fifth (5th) 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 P.M. 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, (21st Street), Floor 5, Purchasing, Galveston, Texas 77550, or by visiting the Galveston County website @ <http://www.galvestoncountytx.gov/county-offices/purchasing>.

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.

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INVITATION TO BID PERMETHRIN 31% & 66% PIPERONYL BUTOXIDE GALVESTON COUNTY, TEXAS

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 21st Street (Moody)
Galveston, Texas 77550
e-mail: purchasing.bids@co.galveston.tx.us

Bidders must e-mail their requests (with the subject line “Permethrin 31% & 66% Piperonyl Butoxide– Bid #B242020– 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>

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

SPECIAL PROVISIONS

INVITATION TO BID PERMETHRIN 31% & 66% PIPERONYL BUTOXIDE GALVESTON COUNTY, TEXAS

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:

John Marshall
Mosquito Control Director
5115 Highway 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 two (2) 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 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.**

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INVITATION TO BID PERMETHRIN 31% & 66% PIPERONYL BUTOXIDE GALVESTON COUNTY, TEXAS

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.

L. FORMULATION

Liquid oil-based concentrate formulation of Permethrin 31% and Piperonyl Butoxide 66% that is recommended to be diluted with mineral oil at various rates. When added to mineral oil, a uniform mixture must be obtained to enable reproducible applications of the adulticide once the delivery system has been calibrated. Separation must not occur within 24 hours of mixing. Must be EPA registered.

Formulation must pass quality control analysis by third-party testing lab designated by Galveston County. Each order will contain product from the same lot number. Any formulation that fails quality control testing will be returned to vendor at vendor's expense and all testing fees will be paid by vendor.

M. APPLICATION

Product must be labeled for ground ULV and aerial ULV application with conventional ULV equipment.

N. QUANTITY

20 Gallons annually or greater. No minimum or maximum guaranteed. 30- or 55-gallon drums only.

O. STORAGE

When stored in original containers in a cool, dry space, out of direct sunlight, the product must retain a useful shelf life of greater than two (2) years.

P. MATERIAL SAFETY DATA SHEETS (MSDS)

This OSHA-required documentation must accompany each delivery.

ANY REFERENCES TO NAME BRANDS ARE FOR BIDDING PURPOSES ONLY AND ARE ONLY MEANT TO DESCRIBE THE LEVEL OF PRODUCT DESCRIBED BY THE COUNTY. SUPPLIED PRODUCT MUST MEET OR EXCEED THE SPECIFICATIONS LISTED TO BE CONSIDERED FOR THIS AWARD

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**INVITATION TO BID
PERMETHRIN 31% & 66% PIPERONYL BUTOXIDE
GALVESTON COUNTY, TEXAS**

Q. QUANTITIES AND PAYMENTS

Galveston County will order varying amounts of materials in estimated quantities as specified on bid sheet. The County will pay only for materials ordered upon issuance of a Galveston County Purchase Order number and delivered to a designated location within Galveston County. No minimums or maximum quantities are guaranteed.

Galveston County is tax exempt and therefore no taxes, license fees, etc. shall be added to bid prices.

Galveston County reserves the right to order more or less of this product.

R. COST

The unit price submitted by the bidder shall include all costs to the County, including the materials, delivery, current freight rate, state tax, or any other cost. Measurement and payments shall be per ton delivery to jobsite or to designated County stockyard based on truck scale weights with State certified scales.

S. 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.

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**INVITATION TO BID
PERMETHRIN 31% & 66% PIPERONYL BUTOXIDE
GALVESTON COUNTY, TEXAS**

T. 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, two (2) copies of submittal | _____ |
| 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. Bid Sheet | _____ |
| 13. Line-Item Detail Sheet | _____ |
| 14. Three (3) signed contracts (attached in this bid packet) | _____ |

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: _____