



## 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

February 12, 2025

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

**Re: ITB #B222018, Motor Oils, Fluids & Greases**  
**Contract #CM21461**

Gentlemen,

The contract associated with ITB #B222018, Motor Oils, Fluids & Greases is scheduled to expire on June 26, 2025 and there are no further extensions.

Authorization is requested to re-solicit for these services.

Your consideration in this matter will be greatly appreciated.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Rufus", with a long, sweeping horizontal line extending to the right.

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

## Dickey, Tammy

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**From:** Fleming, Melissa  
**Sent:** Wednesday, February 12, 2025 3:22 PM  
**To:** Dickey, Tammy  
**Subject:** FW: B222018 - Motor Oils, Fluids, and Greases - CM21461

Hi Tammy,

This is for B222018 - Motor Oils, Fluids, and Greases.

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](mailto:melissa.fleming@galvestoncountytexas.gov)



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

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**From:** Bryant, Elizabeth <[Elizabeth.Bryant@galvestoncountytexas.gov](mailto:Elizabeth.Bryant@galvestoncountytexas.gov)>  
**Sent:** Wednesday, February 12, 2025 1:43 PM  
**To:** Fleming, Melissa <[Melissa.Fleming@galvestoncountytexas.gov](mailto:Melissa.Fleming@galvestoncountytexas.gov)>  
**Subject:** Re: B222018 - Motor Oils, Fluids, and Greases - CM21461

Confirmed, we will need to re-bid please. I believe fuel may need re-bid as well? They are usually done around the same time.

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**From:** Fleming, Melissa <[Melissa.Fleming@galvestoncountytexas.gov](mailto:Melissa.Fleming@galvestoncountytexas.gov)>  
**Sent:** Wednesday, February 12, 2025 1:40:40 PM  
**To:** Bryant, Elizabeth <[Elizabeth.Bryant@galvestoncountytexas.gov](mailto:Elizabeth.Bryant@galvestoncountytexas.gov)>  
**Subject:** B222018 - Motor Oils, Fluids, and Greases - CM21461

Hi Elizabeth,

The contract for Motor Oils, Fluids, and Greases will reach the end date on 06/26/2025. There are no further extensions to offer. Please confirm the department would like to rebid this service.

Sincerely,  
**Melissa Fleming**  
**Contract Administrator**