



INTER-OFFICE CORRESPONDENCE

DATE: 10/23/2025

TO:	SIGNATURES	DATE
	<small>DocuSigned by:</small>  <small>C328F5D22BFC488</small> ALICIA WALKER, MATS GENERAL MANAGER, OPERATIONS <small>DocuSigned by:</small>	Oct-31-2025
	<small>DocuSigned by:</small>  <small>992B89D1729F41D</small> KELLI SHIELDS, CHIEF ADMINISTRATIVE OFFICER <small>DocuSigned by:</small>	Oct-26-2025
	<small>DocuSigned by:</small>  <small>259BA0174E4344D</small> AYA EALY, DIRECTOR OF PROCUREMENT <small>Signed by:</small>	Oct-23-2025
	 <small>5716A39FDEB6479</small> MARK SNIDER, DIRECTOR OF MAINTENANCE	Oct-23-2025

FROM: Anthony Brown, Contract Administrator

SUBJECT: Contract No. 25-057 After Hours Pest Control Services (RGV Termite and Pest Control dba Del Valle Pest Control)

For your review and signature, I have attached Contract No. 25-057 between Trinity Metro and RGV Termite and Pest Control dba Del Valle Pest Control to provide After Hours Pest Control Services. The term on the contract is two years with zero renewal options for an amount not to exceed \$32,364.

The effective date will be upon the final signature from Alicia Walker.

No Board action is required for this contract.

Thank you,

Anthony Brown,
Contract Administrator



PURCHASE AUTHORIZATION TO AWARD CONTRACT

BACKGROUND

On September 17, 2025, Trinity Metro issued Invitation for Bid IFB 25-T057, After Hours Pest Control Services. One bid was received, RGV Termite and Pest Control dba Del Valle Pest Control. After conducting a price analysis against two existing pest control contracts, the bid submitted by RGV Termite and Pest Control dba Del Valle Pest Control was found to be fair and reasonable.

PROCUREMENT

The Trinity Metro Procurement Department has followed its procurement policy with this formal solicitation and has complied with all applicable Federal, State, and Trinity Metro procurement requirements.

FINANCE

Funding for these services will be paid from operational funds.

RECOMMENDATION

Procurement recommends that Trinity Metro award the contract for After Hours Pest Control Services in the amount of \$32,364 to RGV Termite and Pest Control dba Del Valle Pest Control.

Signed by:
By: Mark Snider Date: Oct-23-2025
5710A39FDEBB479...
MARK SNIDER, DIRECTOR OF MAINTENANCE

DocuSigned by:
By: Aya Ealy Date: Oct-23-2025
259BA6174E4344D
AYA EALY, DIRECTOR OF PROCUREMENT