



City of Laredo
Purchasing Division

RENEWAL NOTICE

October 07, 2025

Mrs. Lucy Quintanilla
LF Enterprise
802 E. San Carlos
Laredo, Texas 78041

RE: Contract FY24-004 Uniforms for Public Works – Ext. II

Dear Mrs. Quintanilla:

This letter is a formal request by the City of Laredo to extend contract FY24-004 for an additional one year period for the purchase of Uniforms for the Public Works Department, all items will be purchased on an as-needed basis. This is the second and last extension period.

Please indicate your desire to request a contract extension. Should your company desire a contract extension, it is expressly understood by the parties that any such extension of this contract is entirely revocable at the City's discretion and is contingent upon the agreement and acceptance by the City Council.

Compliance with the contract terms are the responsibility of the awarded vendor(s) and the respective City user department(s).

If there are any questions regarding this notification, please feel free to call me at (956) 794-1731.

Sincerely,

Jaime Zapata
Purchasing Agent

XC: Purchasing File

LF Enterprise

Request a contract extension: Yes Not request a contract extension: _____

Authorized Signature: Lucy F. Quintanilla

Print Name: Lucy F. Quintanilla

Date: 10/15/2025