



## City of Laredo Purchasing Division

### RENEWAL LETTER

April 4, 2025

Gallagher Benefit Services Information  
Nick Long  
9442 Capital of Texas Highway N. Suite 950  
Austin, Texas 78759

Re: FY22-031 Employee Benefits Consultant – Human Resources  
Extension I

Dear Mr. Nick Long,

Contract FY22-031 for Employee Benefits Consultant services for the City of Laredo Human Resources Department will expire on April 30, 2025. The term of this contract is for a period of three (3) years with the option to renew for two (2) additional one (1) year periods, upon mutual agreement of both parties. This will be the first of two extension periods.

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.

Sincerely,

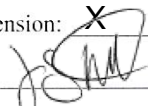


Jaime E. Zapata, MPA, CTCD, CTCM  
Purchasing Agent

Xc: Purchasing File

Gallagher Benefit Services Information

Request a contract extension: ☒ Not request a contract extension: ☐

Authorized Signature: 

Print Name: James Wright

Date: April 2, 2025